



## JSDC Internship Reimbursement Program Application Summer 2025

Application Deadline: April 30, 2025

Submit application to [Info@growingjamestown.com](mailto:Info@growingjamestown.com) / [jamie@growingjamestown.com](mailto:jamie@growingjamestown.com)

Student Name \_\_\_\_\_

University/College Name \_\_\_\_\_

Major Field of Study \_\_\_\_\_

Student's Semester/Year \_\_\_\_\_

Full-time Student: Yes  No

Internship Position Title \_\_\_\_\_

Work Site Name/Address \_\_\_\_\_

Supervisor Position Title \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Supervisor's Email \_\_\_\_\_

Internship Hours/Schedule \_\_\_\_\_

Expected Attire \_\_\_\_\_

How did you find the intern? (Did you post the position, match with a school, or other?)

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Is there currently a position within the company (within our community) available that the intern could advance to post graduation?

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Have you Discussed Workplace Policies? Yes  No

Job Description

Learning and Work Goals. (what can the intern expect to learn from this experience and how does the position align with their major/program?)

Hourly Wage\_\_\_\_\_

Estimated Internship Hours Per Week\_\_\_\_\_

Total Anticipated Payroll Cost\_\_\_\_\_

Anticipated Start Date\_\_\_\_\_

Anticipated End Date\_\_\_\_\_

Student Name

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Academic Advisor Name

\_\_\_\_\_

Academic Advisor Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Internship Supervisor Name

\_\_\_\_\_

Internship Supervisor Signature

\_\_\_\_\_

Date

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