

NEW MEXICO HIGHLANDS UNIVERSITY

ARMAS/USDA – FRRRE

NMHU Achieving in Research, Math, & Science/United States Department of Agriculture - Focusing Recruitment, Retention, & Research Experiences

SPRING 2012 INTERNSHIP ELIGIBILITY & REQUIREMENTS

- I. **Eligibility:** Any undergraduate student enrolled full-time at NMHU in Science, Engineering, Technology, and Math (STEM) disciplines having and maintaining a minimum 2.5 overall cumulative grade point average is eligible. Applicant must be a U.S. Citizen.

Major area of study: Student must have declared a major in a STEM discipline (check major)

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|---|--|--------------------------------------|
| <input type="checkbox"/> Biology | <input type="checkbox"/> Environmental | <input type="checkbox"/> Geology |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> Geology | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Computer Science | <input type="checkbox"/> Forestry | <input type="checkbox"/> Other |

- II. **Process:** Application packet must include the following:
- Current Official Transcript
 - Provide Spring 2012 Schedule
 - One Page typed response to the following:
 - What are your short- and long-term educational goals?
 - What are your strengths in the area of application?
 - How do you foresee the internship benefitting your education?
 - Two letters of recommendations
 - Top two choices for internship

Note that any and all application information will remain confidential. Incomplete applications will not be considered.

- III. A student is required to submit an application prior to the following **deadline: January 27th, 2012**
- The Coordinator will present all applicants' required documentation to the Search Committee for review, discussion and final action.
 - The Coordinator will notify the applicant of the committee's recommendation. Students admitted to the internship program will be required to sign the necessary paperwork signifying acceptance of the internship.
- IV. **Internship Disbursement:** The Project Coordinator will initiate the necessary paperwork to pay the student's salary.

Deadline: January 27th, 2012