



Saskatchewan Legislative Internship Program
Application Form for the January to July 2013 Internship

This internship is available to current third- or fourth-year students at a Canadian university. Graduate students, or recent graduates (undergraduate and graduate) of a Canadian university will also be considered; however, they will only be provided undergraduate academic credit for participating in this Program. Applicants must be Canadian citizens and permanent residents of Saskatchewan (e.g. have a valid Saskatchewan driver's license or health card), but may be temporarily living elsewhere (e.g. attending university in another province).

Note: This form constitutes the cover page for your application. Additional information requested in Section C should be attached to this form. Referees' appraisal forms in Section D should be sent separately and directly from the individuals providing the information.

A. Personal Information

NAME: _____
(surname) (given names)

PERMANENT ADDRESS: _____
 (must be a Saskatchewan address)

PRIMARY TELEPHONE: () _____ - _____ ALTERNATE TELEPHONE: () _____ - _____

EMAIL ADDRESS: _____

MAILING ADDRESS: _____
 (if different from above and can be a non-Saskatchewan address)

B. University Education Experience

Degree (include the degree currently in progress)	Major/Minor	Year of completion or anticipated completion	University

C. Required Information (Supplied by the Applicant)

IN ADDITION TO THIS FORM, PLEASE SUBMIT THE FOLLOWING DOCUMENTATION:

- 1) **CURRICULUM VITAE:** This document should provide an overview of your academic, extracurricular, employment, and other experiences and activities. It should cover at least the period from high school education to the present.
- 2) **STATEMENT OF INTEREST:** Attach a letter (maximum 750 words) that addresses the following two points:
 - the reasons for your interest in being a Saskatchewan Legislative Intern and what you hope to gain from the internship experience; and
 - a description of the skills and experience that you would bring to the internship – for this requirement you should describe an activity or project in which you participated as part of a group and the role you played in achieving its objectives.
- 3) **ACADEMIC TRANSCRIPT:** Please provide your official transcripts of grades at all universities you have attended. If the transcripts cannot be included with this application, please confirm whether they will be sent directly from the issuing university.
- 4) **STATEMENT OF NON-PARTISANSHIP:** Attach a statement which describes any participation within the past three years in activities supporting political parties and/or candidates for election at all levels of government within Canada. It is not necessary to identify your political affiliation. Please note that there are circumstances where such participation may be deemed to be partisan and therefore, may make the applicant unable to participate in the program. Any questions or concerns can be discussed with the Program’s director prior to submitting your application.

The information in these documents, as well as the letters of reference, will be used to short-list the approximately ten applicants who will be interviewed for internships.

D. Letters of Reference

Confidential appraisals are required from three people who know you well. Two of these people should be people under whom you have studied. You should provide them with copies of the “Referee’s Confidential Appraisal Form” and request that they complete the form and send it to the Saskatchewan Legislative Internship Program’s director. The appraisal forms constitute part of your application and must be received by the director by the Program’s application deadline (March 30, 2012).

Please indicate below the names of the people whom you have asked to submit appraisal forms:

Academic Referee: _____

Academic Referee: _____

Employer/Other Referee: _____

E. Program Visibility

How did you hear about the Saskatchewan Legislative Internship Program?

- At your university: through a presentation by current or former interns
- At your university: announcement by a professor in class
- Poster or display
- Surfing the web
- Other: _____

F. Application Deadline and Contact Information

To be considered for the internship which begins in January 2013, please ensure that the application and all supporting documentation is sent by no later than

FRIDAY, MARCH 30, 2012

to:

**Mr. Ken Pontikes, Director
Saskatchewan Legislative Internship Program
c/o Legislative Assembly of Saskatchewan
Room 231 – 2405 Legislative Drive
Regina, Saskatchewan
S4S 0B3**

**Tel: (306) 374-3873
E-mail: kpp985@mail.usask.ca**

PLEASE NOTE THAT FAXED OR E-MAILED DOCUMENTS WILL NOT BE ACCEPTED.

G. Acknowledgement and Authorization

I understand that the information submitted in and with this application will be used to assess my eligibility for the scholarship. I certify that all the information provided on this application form and in all the documents accompanying it is true, accurate, and complete.

Signature: _____

Date: _____

NOTE: THIS APPLICATION WILL NOT BE CONSIDERED IF THIS SECTION IS NOT SIGNED.

