

# JSGS Internship Check List



Please complete this form and include it in your internship application package.

Full Legal Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_ Campus: UofR UofS

Program of Study: MPA MPP MAEPA Year in Program: 1<sup>st</sup> 2<sup>nd</sup>

Citizenship Status (choose one):

Canadian Permanent Resident International Student Indigenous

Names of JSGS Faculty References:

1. \_\_\_\_\_ 2. \_\_\_\_\_

Pre-requirements completed (check all that applies):

JSGS 891

CV/Cover Letter Writing Workshop Date completed: \_\_\_\_\_

Interview Prep Session Date completed: \_\_\_\_\_

Mock Interview(s) Date(s) completed: \_\_\_\_\_

Other (eg. ESL, Writing Workshops etc.) Please state: \_\_\_\_\_

Please check all placements that you would prefer:

Federal Provincial Municipal Other (eg. non-profit)

I am open to any opportunity available

In which locations\* are you available for internship opportunities:

Saskatoon Regina In Saskatchewan Outside of Saskatchewan

\*Please note most of the placements are in Regina, SK. You'll be required to relocate if placed in a different province or city from where you reside.

Please include all parts of the internship application in your submission. Submission deadline is 11:59 pm CST on February 1. All applications must be submitted electronically to [js\\_internship@uregina.ca](mailto:js_internship@uregina.ca). Please submit documents as PDF files. Applicants will be sent a confirmation email upon receipt of complete package. Successful applicants will be contacted by email for an interview, which will take place in March. Internship details are available online here: <http://www.schoolofpublicpolicy.sk.ca/students/learning-through-experience/executive-internships.php>.

I've included the following in my application:

JSGS Internship Checklist Cover Letter Resume Academic Transcript Biography

I declare that all information contained in this application is true to the best of my knowledge, and that I'll be disqualified if any part is proven to be untrue.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_