



STUDENT ACADEMIC INTERNSHIP
APPLICATION
BRIGHAM YOUNG UNIVERSITY

Name: _____

Current Date (month, day, year): _____

Semester for which you are applying: _____

Recent Photograph:

A large, empty rectangular box with a thin black border, intended for the applicant to paste a recent photograph.

Please attach the following to this application:

- Current résumé
- Letter of Intent providing a brief account of how you hope to benefit from this internship, and what you feel *you* could contribute to the MOA through this mentoring process
- Recent writing sample

Deadlines for Internship Application submissions:

- For Spring/Summer and Fall semesters: **March 17th**
- For Winter semester: **November 5th**

The Museum of Art Internship program gives selected students opportunities to work on mentored projects in one of the following museum departments:

Curatorial Department:

Working with curators in the research and development of exhibitions

Accepts interns Fall, Winter, Spring and Summer

Education Department:

Working with museum educators on the research, interpretation, and execution of exhibition theses; and the creation of education materials and programs

Accepts interns Fall, Winter, Spring and Summer

Registration Department:

Working with museum registration staff in the management of the Museum's collections, including the documentation, care, and transportation of all art works to and from the Museum

Accepts interns Fall, Winter

*Preference is given to sophomores and juniors

Design Department:

Working with exhibition designers to produce exhibition graphics and printed materials for the Museum

Accepts interns Fall, Winter, Spring and Summer

*Internship applicants must have relevant academic training or experience with design software.

*Please be prepared to show examples of your work at the interview.

*Preference given to juniors and seniors

Marketing and Communications Department:

Working with marketing and communications staff in the design and implementation of advertising campaigns for the Museum's exhibitions and public programs

*Preference will be given to students in Communications

Please complete the following:

Last name: _____ First name: _____

Permanent address: Street: _____

City: _____ State: _____ Zip: _____

Campus address: Street: _____

City: _____ State: _____ Zip: _____

Telephone during term: _____ Home telephone: _____

E-mail address: _____

Current year in School: _____ University major: _____

Cumulative GPA: _____ Major GPA: _____

By **TITLE** (not course number), please list the courses completed that may have a bearing on art museum practices:

Has an internship been approved by your academic department? Yes: ____ No: ____

Name of the academic department in which your internship will be registered:

Name of your internship faculty advisor:

To which museum department are you interested in submitting your application? Please choose ONE of the following: Curatorial, Education, Registration, Design, or Marketing:

If an internship is not awarded for your primary choice, would you want your application to be considered by a second department? Please list ONE alternate department:

*Please be aware that not all MOA departments accept interns each semester and there are qualifying factors in some cases.

If you are offered an internship, you will be required to abide by the following policies:

1. Be enrolled as a student at an approved institution
2. Comply with all Museum of Art rules, policies, and procedures
3. Complete all pre-requisite course requirements for this internship
4. Complete the internship during the specified term unless released by the MOA and academic department
5. Work conscientiously under the direction of the supervisor assigned by the Museum of Art, submitting all reports and assignments as required
6. Report serious problems – including physical, safety, and personnel – to the Museum of Art supervisor and the faculty advisor
7. Complete all academic assignments and course work as required by the academic department
8. Adhere to the BYU Honor Code and Dress and Grooming Standards
9. Provide evidence of health insurance coverage

Signed: _____ Date: _____

Please email this application and accompanying **résumé**, **letter of intent**, and **writing sample** to kbehringer@byu.edu. Thank you!