

applied
arts

11 indian wells highway
p.o. box 1336
amagansett, ny 11930
(631) 267-ARTS
fax (631) 267-3428
www.appliedartsschool.com

3/1/2010

To Whom It May Concern:

We would like to take this opportunity to invite you to nominate a student or students for the Summer Internship at the Applied Arts. There are six internship positions available for Summer 2010. We are looking for candidates who are passionate about art, responsible, engaging, leaders in their class and who would like to pursue art beyond high school. We respect your opinion as a fellow educator.

Internships at the Applied Arts provide an opportunity for students to see working artists enriching and supporting the artist community. Interns are expected to understand the workings of an art institution by assisting in office management, the summer youth program and general studio maintenance. Task assignments are given by the staff according to the student's interest, desire to learn and ability level.

To nominate a student please fill out the nomination form. The student needs to provide a resume and application form along with the nomination. The nomination form includes space for the recommendation letter. Students who are chosen for an interview will need to provide samples of their artwork.

Completed nomination packets can be mailed to:

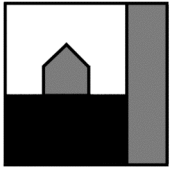
Internship Coordinator
Applied Arts
P.O. Box 1336
Amagansett, NY 11930

Or dropped off at our location:

Applied Arts
11 Indian Wells Hwy
Amagansett, NY 11930

Thank you,

Alana Sims
Administrative Coordinator
Applied Arts
info@appliedartsschool.com
(631) 267-2787 x10



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**INTERNSHIP APPLICATION
Summer Youth Program @ Applied Arts**

First Name Last Name Middle Initial

Mailing Address City State Zip

Home Address (if different from above) City State Zip

E-mail Address

Home Phone Cell Phone

Date of Birth

Parent/Guardian Name

Home Phone Cell Phone

Accepted applicants are expected to work July 5 - August 27, 2010
Monday - Friday
9:15 am - 12:45 pm

Please list any days / weeks that you will NOT be available during this time.

Date

Date

Date

Date

Signature: _____

Please include a copy of your resume and one reference or nomination.