



Internship Application Instructions

1. Complete all application questions, then sign and date.
2. Once application is complete, mail it and the following documents to the Jubilee Center of Midland, 3311 Andrews Hwy. Midland, Tx. 79703:
 - **Official** transcript that includes all high school courses through the **third six weeks** of the senior year.
 - Copy of college transcript if applicable

To be considered, applications must be received by April 1st.

3. Distribute the Reference Evaluation Form to two individuals whom you have selected as references. References will be asked to evaluate your character, work ethic, and desire to excel. Consider choosing teachers, administrators, counselors, extracurricular sponsors, coaches, employers, or clergy.

Recommendation forms must be signed and mailed by your reference(s) to the Jubilee Center of Midland by the April 1st deadline.



Jubilee Center of Midland Internship Application

APPLICANT DATA

Last Name _____ First Name _____ Initial _____

Permanent Address _____

City _____ County _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ Email _____

Gender: Male _____ Female _____ Date of Birth _____

Citizenship: U.S. Citizen _____ Legal Resident _____ Other _____

County of Residence(past 5 years) or of High School Attendance: _____

Marital Status: Married _____ Single _____ Religious Affiliation _____

Talents and Interests(ex: photography, cleaning, community outreach, stocking shelves, yard work/gardening, working with people, organization, construction) :

Community Activities and Volunteer Experience(In order of importance, please list below or attach a separate sheet of paper.)

Intended Major _____ Degree Sought _____

I am still in high school _____ OR My current college status is FR _____ SOPH _____ JR _____ SR _____



Jubilee Center of Midland Internship Application

FAMILY DATA

Parent/Guardian Name(s) _____

Address (if different from applicant) _____

Home Phone _____ Cell Phone _____ Email _____

Father's Occupation _____ Employer _____

Mother's Occupation _____ Employer _____

Number of dependents other than applicant at home _____

Number of dependents other than applicant enrolled in college _____

REFERENCE EVALUATION FORM

Print the Reference Evaluation Form and distribute to two individuals whom you have selected as references. References will evaluate your character, work ethic, and desire to excel. Consider choosing teachers, administrators, counselors, extracurricular sponsors, coaches, employers, or clergy.

Recommendation forms must be signed and mailed by your reference(s) to the Jubilee Center of Midland by April 1, 2016.

ATTACHMENTS

- **Official** transcript that includes all high school courses through the **third six weeks** of the senior year.
- Copy of college transcript if applicable

CERTIFICATION

I certify that to the best of my knowledge the information submitted in my application is true, correct and complete. The internship committee has my permission to verify any and all information.

Student's Signature _____ Date _____

Parent/Guardian Signature _____

To be reviewed by the Internship Committee, your application, transcript(s), and reference evaluation form must be received by April 1, 2016. Mail to:

**Jubilee Center of Midland
3311 Andrews Hwy.
Midland, Tx. 79703**



Reference Evaluation Form(1)

Student Applicant's Name _____

Person Preparing Evaluation _____

Relationship to Applicant _____

Contact Information: Phone _____ Email _____

How long have you known the applicant? _____

Please evaluate the student based on the following characteristics.

	No Knowledge	Poor	Average	Above Average	Exceptional
Independent Worker					
Intellectual Ability					
Efficient Work Habits					
Leadership Skills					
Teamwork Skills					
Work Ethic					
Concern for Others					
Dependability					
Eager to Learn					
Integrity					
Motivation					
Potential for Growth					
Self -Confidence					

If there are any circumstances that should be considered when evaluating this applicant, please specify in the space provided below.

Signature of Reference _____ Date _____

To be considered by the Internship Committee, this form must be received by April 1, 2016. Return the completed evaluation form in a sealed envelope with your signature across the sealed flap to:

**Jubilee Center of Midland
3311 Andrews Hwy.
Midland, Tx. 79703.**

Thank you for taking the time to complete this form.



Reference Evaluation Form(2)

Student Applicant's Name _____

Person Preparing Evaluation _____

Relationship to Applicant _____

Contact Information: Phone _____ Email _____

How long have you known the applicant? _____

Please evaluate the student based on the following characteristics.

	No Knowledge	Poor	Average	Above Average	Exceptional
Independent Worker					
Intellectual Ability					
Efficient Work Habits					
Leadership Skills					
Teamwork Skills					
Work Ethic					
Concern for Others					
Dependability					
Eager to Learn					
Integrity					
Motivation					
Potential for Growth					
Self -Confidence					

If there are any circumstances that should be considered when evaluating this applicant, please specify in the space provided below.

Signature of Reference _____ Date _____

To be considered by the Internship Committee, this form must be received by April 1, 2016. Return the completed evaluation form in a sealed envelope with your signature across the sealed flap to:

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Thank you for taking the time to complete this form.