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INTERNSHIP REQUEST FORM

PLEASE REVIEW THE ATTACHED INTERNSHIP GUIDELINES FOR ELIGIBILITY

BUSINESS NAME: _____ **DATE:** _____

I have read and understand the Art Institute of Houston Internship Program guidelines.

COMPANY DESCRIPTION: _____

DO YOU HAVE AN IN-HOUSE DESIGN STUDIO? _____

WEB ADDRESS: _____

ADDRESS: _____

CITY: _____ **ZIP CODE:** _____

CONTACT: _____ **TITLE:** _____

TELEPHONE: _____

FAX: _____ **EMAIL:** _____

JOB DESCRIPTION (computer skills needed, as well as job duties)

SALARY/WAGE: _____

TRAVEL REQD? **WEEKENDS?** **REQD TESTS?**

APPROX. # OF HOURS PER WEEK (MUST BE AT LEAST 10-11 HOURS A WEEK FOR A MINIMUM OF 10-11 WEEKS TOTALING 110 HOURS):

APPLICATION PROCESS: **FAX RESUME** **E-MAIL**

CALL **STOP BY IN PERSON**

DIRECTIONS / AREA OF TOWN: _____

HOW DID YOU HEAR ABOUT US? _____

Please complete and email to Mary Kate Robinson at mkrobinson@aih.edu