



Deauville Internship Application

Application Materials

The completed application packet should contain the following:

- ☐ Deauville Internship Application (attached)
- ☐ Statement of Purpose (Describe your goals for your summer in Calvados and reasons why you should be considered for this internship in a one page essay.)
- ☐ **Two** letters of recommendation.
- ☐ Evaluation of French Language Proficiency Form (attached)
- ☐ Cover Letter (one in French, one in English)
- ☐ Resume (one in French, one in English)
 - Please include a current picture with or on your resumes.

Deadline: January 13, 2020

The application and all supporting documents should be mailed, dropped off or emailed to the address below:

**Lexington Sister Cities
200 East Main Street
Lexington, KY 40507**

tgilkison@lexingtonky.gov

For questions, contact:
(859) 258-3137 or
tgilkison@lexingtonky.gov

Deauville Internship Program

Purpose:

The purpose of the Deauville Internship Program is to provide the opportunity for professional experience abroad and improvement in linguistic knowledge by offering students from Lexington an internship in France.

Requirements:

- Student must be 18 years of age or older
- Student must have finished at least one year of college
- Student must have a good knowledge of the language
- Students must complete a minimum training period of 2 months
- Must be interviewed in both French and English and selected by Sister Cities Committee
- Upon selection, students are required to:
 - Submit a \$150 deposit for the program.
 - Attend two mandatory orientations: one after acceptance and one after being assigned a job site.
 - Sign an agreement between Lexington Sister Cities, the Deauville Jumelage, your home institution, and your jobsite. This agreement will state that the intern will adhere to their agreed upon internship, duration of stay, and commitment to the program.

Provided:

Lexington Sister Cities and/or the Deauville Jumelage will:

- Locate an internship site
 - Paid or Unpaid
- Locate living arrangements
 - Provided by internship or located by Deauville Jumelage
- **Internship will either be paid or housing will be provided.**
- Orientation for students in Lexington

Responsibility of Student:

Selected interns are responsible for:

- \$150 deposit to Lexington Sister Cities, to be returned upon completion of program
 - Should the student cancel after acceptance into the program, this \$150 is non-refundable.
- Roundtrip airfare to France
- Transportation from Paris to city of internship (bus or train)
- Reflection essay to be submitted to Lexington Sister Cities upon completion of program
- Thank you letter to job site and Deauville Jumelage upon completion of program

Deauville Internship Application

Insert picture here.

Personal Information:

Name: _____
(First, Middle, Last)

Address: _____

City, State, Zip: _____

Phone: _____

School email: _____

Non-school email: _____

Date of birth (Month/Date/Year): _____

Education:

School: _____

Address: _____

City, State, Zip: _____

Major: _____ Minor or 2nd Major: _____

Major Department Head: _____

Phone: _____ Email: _____

Advisor (if different than Department Head): _____

Phone: _____ Email: _____

List relevant college level language courses you have taken:

<u>Course #</u>	<u>Title</u>	<u>Grade</u>	<u>Semester</u>

List relevant college level language courses you are taking/plan to take before attending the internship:

<u>Course #</u>	<u>Title</u>	<u>Grade</u>	<u>Semester</u>

Years of French completed before college: _____

Do you speak any languages other than French? ☐ Yes ☐ No

If yes, specify:

☐ German ☐ Spanish ☐ Italian ☐ Other (specify) _____

How long have you been learning French?

How would you describe your level of French?

Have you ever been abroad? ☐ Yes ☐ No

If so, for what type of travel?

- ☐ School trip
- ☐ Tourism
- ☐ Training/Internship period
- ☐ Study Abroad
- ☐ Other: _____

If yes, where, when and how long?

Internship Details:

What months are you available for your internship placement?

How long do you want to be placed?

What field of employment would you like to work in? (Please list several.)

What skills/strengths can you bring to your internship?

Additional Information:

How would you describe yourself?

What are some of your hobbies and activities you like to do in your spare time?

Please explain any further relevant information about your desire to participate in the Deauville Internship Program.

How did you find out about our program?

- ☐ Your teacher
 - Name of teacher: _____
- ☐ Previous participant
 - Name of previous participant: _____
- ☐ Word of mouth
- ☐ Study Abroad website
- ☐ Other _____

Are you applying for any other programs this summer? ☐ Yes ☐ No

If yes, what programs? _____

Evaluation of French Language Proficiency

Applicant Name (First, Middle, Last) _____

Evaluation by French Teacher or French Advisor

To the Evaluator: Your frank appraisal of this student's competence in French and the ability to cope in French during the initial transition period abroad will be of use to the student and will help the Deauville Internship Committee make the best possible selections for this year's internship.

Students are evaluated based on:

- Their motivation for travel and participation in the program
- Flexibility in handling new or difficult situations
- French speaking abilities
- Ability to be a good ambassador for city, country and school.
- Character
- Leadership; Community & School Involvement
- Maturity
- Interest in cultural diversity

French Evaluation:

<u>Language Skill</u>	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>
Ability to speak French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to understand spoken French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to read French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to write French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please attach an additional page with any additional comments that you might have.

Name of Evaluator: _____

School: _____

Subject Taught: _____ Years you have known this student: _____

Signature: _____ Date: _____

Language evaluations are due by January 13, 2020 to Lexington Sister Cities Office.

Send or email to:

Taylor Gilkison
tgilkison@lexingtonky.gov

Lexington Sister Cities Commission
ATTN: Taylor Gilkison
200 East Main Street
Lexington, KY 40507

*Thank you for your insight and support of our program.
Your assistance helps us create a program that helps to benefit university students in Lexington seeking job
experience in France.*

Guidelines for Letter of Recommendation

Student Name (*First, Middle, Last*)

To the recommender: This student is applying for the Deauville Internship Program. The chosen student will be working in France for 2-3 months during the summer. The applicants must have a good understanding of the French language, be motivated to improve their French language skills, and be a positive co-worker while in France. Your candid appraisal of the student's ability to have a successful academic experience abroad is an important part of the application.

Students are evaluated based on:

- ☐ Their motivation for participation in the program
- ☐ French speaking abilities
- ☐ Flexibility in handling new or difficult situations
- ☐ Ability to be a good ambassador for city, country and school
- ☐ Character
- ☐ Leadership; Community & School Involvement
- ☐ Maturity

Please attach this form to your letter of recommendation.

Name of recommender: _____

Title: _____

Signature: _____ Date: _____

Letters of recommendation are due by January 13, 2020.

Send or email to:

Lexington Sister Cities
200 E. Main Street
Lexington, KY 40507

Taylor Gilkison
tgilkison@lexingtonky.gov

Thank you for your insight and support of our program. Your assistance helps us create a great opportunity for Lexington students.

Guidelines for Letter of Recommendation

Student Name (*First, Middle, Last*)

To the recommender: This student is applying for the Deauville Internship Program. The chosen student will be working in France for 2-3 months during the summer. The applicants must have a good understanding of the French language, be motivated to improve their French language skills, and be a positive co-worker while in France. Your candid appraisal of the student's ability to have a successful academic experience abroad is an important part of the application.

Students are evaluated based on:

- ☐ Their motivation for participation in the program
- ☐ French speaking abilities
- ☐ Flexibility in handling new or difficult situations
- ☐ Ability to be a good ambassador for city, country and school
- ☐ Character
- ☐ Leadership; Community & School Involvement
- ☐ Maturity

Please attach this form to your letter of recommendation.

Name of recommender: _____

Title: _____

Signature: _____ Date: _____

Letters of recommendation are due by January 13, 2020.

Send or email to:

Lexington Sister Cities
200 E. Main Street
Lexington, KY 40507

Taylor Gilkison
tgilkison@lexingtonky.gov

Thank you for your insight and support of our program. Your assistance helps us create a great opportunity for Lexington students.