



# Southwest National Primate Research Center

## Instructions for Preparation of Applications for STUDENT INTERNSHIP PROGRAM

The Southwest National Primate Research Center (SNPRC) provides educational and training opportunities for a limited number of students during an 8-week summer session. Both undergraduate (Junior or Senior levels) and graduate (Ph.D. and veterinary) students at accredited academic institutions are welcome to apply. APPLICATIONS FOR A STUDENT INTERNSHIP ARE DUE **BY JANUARY 12, 2018!**

### Application Process

Complete the application form as follows:

1. Personal information – Fill in your name, mailing address, a phone number where you can be reached during the day, and your e-mail address.
2. References – Enter the names of two people who are familiar with your academic performance who will send a letter of reference to the address given below. The letters should address both your potential to benefit from this program and your ability to function in a research environment.
3. Mentors – Interns must have a mentor on the SNPRC staff that will be responsible for designing and overseeing that intern's training program. Please select one or more names of the SNPRC staff members in the "List of Mentors" who have agreed to serve as mentors for 2018. Contact Dr. Jera Pecotte ([jpecotte@txbiomed.org](mailto:jpecotte@txbiomed.org)) if you need more information on the program or mentors.
4. Attachments – Include with your application form 1. A transcript of your grades, 2. Curriculum vitae or resume, 3. A one-page description of your interests and what you hope to gain from this internship, and 4. Skills List found on the internship application website, even if all internship projects may not require these skills.
5. Submission – (a) Mail, fax, or e-mail the form and attachments, and (b) ask your references to mail, fax or email (scan) their letters of reference to the Southwest National Primate Research Center. The letters must be on department letterhead and signed. The address is:

Dr. Jerilyn Pecotte  
Southwest National Primate Research Center  
P.O. Box 760549  
San Antonio, TX 78245-0549  
210-258-9607 (voice)  
e-mail: [jpecotte@txbiomed.org](mailto:jpecotte@txbiomed.org)

**We must receive all application materials and letters of recommendation no later than JANUARY 12, 2018.**

## **Review and Acceptance**

Applications will be reviewed by an acceptance committee. Letters regarding acceptance will be sent by February 1, 2018.

### **Selection criteria include**

- GPA, course background
- The written letter of intent
- Curriculum vitae or resume
- Two letters of reference
- Availability of a willing mentor

The number of interns accepted will be set by the availability of mentors and funds, but will not exceed six (6) per summer.

### **Procedures Following Acceptance**

Upon acceptance, each applicant will be provided with another packet containing information about the primate center, San Antonio, and housing opportunities. While we can provide some logistical assistance, interns will be responsible for arranging their own transportation and housing. Public transportation is not a viable option in San Antonio.

Interns will be hired as temporary full time employees during their participation in the program. The hourly wage will vary for an undergraduate and a graduate student. Up to \$1,000 per student will be supplied for supplies or other research-related expenses incurred at SNPRC.

### **Training Program**

Interns are expected to commit to the eight-week summer training program, complete a research project conducted entirely at the SNPRC, and to make an oral presentation of their research results at the end of their internship.