



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. Undergraduate (Sophomore, Junior or Senior levels) and graduate (Ph.D. and Veterinary) students currently enrolled at accredited academic institutions are welcome to apply. APPLICATIONS FOR A STUDENT INTERNSHIP ARE DUE **BY JANUARY 11, 2019!**

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 2019. Contact Dr. Corinna Ross (cross@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. Corinna Ross c/o Cathy Perez
Southwest National Primate Research Center
P.O. Box 760549
San Antonio, TX 78245-0549
210-258-9778 (voice for C. Perez)
e-mail: cperez@txbiomed.org

We must receive all application materials and letters of recommendation no later than JANUARY 11, 2019.

Review and Acceptance

Applications will be reviewed by an acceptance committee. Letters regarding acceptance will be sent by February 4, 2019.

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 employees during their participation in the program. The hourly wage will vary for an undergraduate and a graduate student. In addition, funds up to \$1,000 per student/mentor team may be requested for research-related supplies 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.