About the Internship Program

The Student Government High School Internship Program was created in 2012. The program’s purpose is to provide seniors in high school an opportunity to gain personal and professional development skills by serving in a leadership position and engaging in the larger community.

Qualifications for Applicants

Student Government interns must:
- Be in senior standing at their respective high school.
- Be in good judicial and academic standing at their respective high school as defined by their home institution.
- Have means of transportation to and from the main campus of Wright State University.

Candidates may submit the application packet completed to the Student Government Office, 029H Student Union, or emailed it to Jobs@wsusg.com.

If you have any questions, please contact: Jobs@wsusg.com
Purpose of Student Government
The purpose of Student Government (SG) is to advocate for and represent the interests of students at Wright State University. Student Government is committed to promoting student participation in the overall policy and decision-making processes of the University, and enhancing the quality and rights of the Student Body.

Description of Position
Interns with Student Government will assist in the overall administrative and policy implementation of Student Government’s goals and projects. This includes, but is not limited to, working to formulate resolutions to bring about institutional change; planning and staffing events; actively participating in debate and discussion during regular meetings; and working on specific issues and/or constituencies to bring about positive change. Interns will be assigned to an area or a member that best relates to their interest and/or skills. Student Government Interns are required to work a total of four hours a week in office.

Steps to Apply
1. Read the application packet fully.
2. Submit any questions regarding Student Government, the position, and/or the application prior to submitting the application packet.
3. Turn in a completed application packet in a plain, sealed envelope addressed to (or email):
   
   Attn: Chief of Staff
   Student Government
   029H Student Union
   3640 Colonel Glenn Hwy,
   Dayton, OH 45435

Interview
Applicants who meet the minimum qualifications may be invited to a 30 minute interview with various members of Student Government. Interviews will be on a rolling basis with preference to early submissions.
Certification of Candidacy

Please print legibly or type the following information:

First Name: __________________________ Last Name: ________________________________

Local Address: ___________________________________________________________________

City:___________________ State:______________ Zip Code:________________

Cell Phone Number: _____________________ Home Phone Number: _____________________

Personal Email: ___________________________________________________________________

High School: ______________________________ GPA: _______________________________

Have you ever worked in a business environment before? If so, please explain:

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

What extracurricular activities are you involved in (i.e. clubs, sports, etc)?

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

What is more important: Drive OR Experience

(please highlight one and attach a separate sheet of paper with a paragraph response).

Are you considering applying to Wright State University? Yes No Undecided

Incomplete applications may be thrown out.

Please include the following in the application packet:

• Cover Letter
• Resume
Please get one faculty member (teacher) and one staff member (must be a principal, assistant principal or guidance counselor) to attest to your candidacy.

Faculty Recommendation (teacher):

Name:_________________________________ Position:_______________________________

Email:_________________________________ Phone #:_______________________________

I, ___________________________(signature), support ________________________(student’s name) candidacy to be a Student Government Intern.

Comments (optional):____________________________________________________________
______________________________________________________________________________

Staff Recommendation (must be a principal, assistant principal, or guidance counselor):

Name:_________________________________ Position:_______________________________

Email:_________________________________ Phone #:_______________________________

I, _________________(signature), support ________________________(student’s name) candidacy to be a Student Government Intern.

Comments (optional):____________________________________________________________
______________________________________________________________________________

I have read and understand the Student Government Internship Program Application Packet and agree to release and allow members of Student Government to review my application and any information and/or materials associated with it.

Applicant’s Signature ___________________ Date ____________

If the applicant is not at least 18 years of age, please have your parent or guardian sign.

Parent’s or Guardian’s Signature ___________________ Date ____________