2012 AIKCU Frankfort Semester Legislative Internship Program

Applications due October 21, 2011

The Frankfort Semester Internship Program, an initiative of the Association of Independent Kentucky Colleges and Universities (AIKCU), seeks to enhance students’ academic, civic, and professional skills through internship experiences, public policy symposia, academic seminars and exposure to the ideas and perspectives of a variety of notable citizens.

The 2012 Frankfort Semester Internship Program is a unique public policy program that combines a dynamic academic program with a fast-paced, intensive internship in the Kentucky General Assembly or a related organization. Participants will work in the legislative arena dealing with problems and issues ranging from the routine to the complex. The program is open to juniors and seniors. Applications from students with a wide variety of academic interests are encouraged. Successful completion of the program will give students work habits and other skills conducive to employment anywhere.

Those chosen for the program will be students demonstrating a deep curiosity about current events and the public policy-making process. They must also possess the responsibility to carry out assignments in a timely fashion and fulfill any other duties prescribed by lawmakers and others with whom they are working.

Interns will be eligible for up to fifteen hours of classroom credit in accordance with the student’s home campus policies. Juniors and seniors in good standing and attending one of Kentucky’s 20 nonprofit, independent colleges or universities are eligible to apply for the program, which will begin with an orientation session in early January 2012 and conclude in mid-April.
The Internship Experience

The 2012 Frankfort Semester Legislative Internship Program offers an in-depth, six-hour academic experience and a fast-paced, nine-hour work-study experience. Interns will be expected to achieve both in the classroom and in the work place.

Interns will have the opportunity to “learn by doing” as well as observe those charged with responsibility for law-making.

Interns will typically work a minimum of 30 hours a week and attend late afternoon or evening seminars and lectures twice a week. Work schedules are set by intern supervisors in consultation with the intern coordinator and may vary from week to week based on legislative calendars. Interns will receive a monthly living stipend during their internship experience.

Academics

Seminars

Dollars and Sense - Laws and Budgets: This course emphasizes the internal workings of the legislative policy-making process, with special emphasis on budget making and legislative interaction with the executive branch of state government. Writing and passing a multi-billion dollar budget for the Commonwealth is an intense, high-stakes, and often controversial process. It starts months before the session begins and takes nearly every day of the session to complete.

Outside Looking In - External Influences on the Legislative Process: This course will explore the role of groups and individuals external to the General Assembly, including an array of policy makers, organized interest groups, and the media. Interest groups run the gamut -- from well-funded operations, to organized citizen groups, to individuals with specific desires. The media has the responsibility to report and comment on the legislature and related policy-making process. This course will analyze how these external influences operate and what makes them influential forces in legislative activity.

Because students will be placed in an array of internship environments, the seminars will provide each intern the benefit of the other participants’ experiences -- something not typically available in campus-based programs. Weekly seminars will be conducted for each course, and class projects will be required of each student. Students’ home faculty will have the opportunity to assign supplementary academic work if they deem it necessary.

Housing and Student Services

Students are responsible for making their own housing accommodations in Frankfort. It is suggested that they consult classified advertisements in the Frankfort State Journal or visit online real estate sites to learn about affordable housing opportunities and locations in the Frankfort area. A luncheon and orientation session at the beginning of the internship will provide students with a broad overview of the program, an introduction to staff and faculty, and an “insider’s” view of Frankfort and the legislative and state government scene.
Frequently Asked Questions

How do I apply, and when is the deadline for applying to the program?
The application deadline for the spring 2012 program is October 21, 2011. You may apply online at [www.aikcu.org](http://www.aikcu.org) or mail the completed application and supplementary materials to Richard Wilson, Intern Coordinator, AIKCU, 484 Chenault Rd., Frankfort, Kentucky 40601.

How soon will I know if I have been accepted?
Applications will be reviewed in late October and early November 2011, with personal interviews to follow. You will be notified by late November whether or not you have been accepted for the program.

How much academic credit will I receive?
Ultimately, that will be determined by your home campus. However, the program is designed to provide students with fifteen hours of academic credit -- nine hours through the internship and six hours through the successful completion of the two seminars. Check with your advisor about the level of academic credit accepted by your college or university.

How much will it cost for me to participate in the program?
It will cost no more than the tuition at your home institution. In fact, if chosen to participate you will pay your tuition to your institution as if you were studying on campus for the spring semester.

What about living expenses? Is there financial aid available for room and board?
Participants receive living stipends to help offset living expenses while working in Frankfort. You should also work with your institution's office of financial aid to determine if funding is available through your own campus.

How are internship placements determined? Should I request an area of interest in my application?
A great deal of attention is given to internship placements. The coordinator works to place you with a legislator or related entity working in areas of your interest.

How do the letters of recommendation affect my placement?
The letters of recommendation may be sent to potential employers who have requested an intern for consideration. The letters serve to introduce your background and strengths. Consequently, the letters should be requested of individuals who know you well and are supportive of your efforts to obtain intern experience in Frankfort.

Do all of the application materials have to be completed for consideration?
Yes. Your application, résumé, essays and reference letters must be completed for consideration. All materials may be sent to prospective supervisors.

What is the Association of Independent Kentucky Colleges and Universities and what institutions are members?
AIKCU is an organization representing Kentucky’s nonprofit, independent (private) colleges and universities in government relations, fundraising, business services, public relations, cooperative programming, and research. Members include: Alice Lloyd College, Asbury University, Bellarmine University, Berea College, Brescia University, Campbellsville University, Centre College, Georgetown College, Kentucky Christian University, Kentucky Wesleyan College, Lindsey Wilson College, Mid-Continent University, Midway College, St. Catharine College, Spalding University, Thomas More College, Transylvania University, Union College, University of the Cumberlands, and University of Pikeville.
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Application Deadline: October 21, 2011

Name: ________________________________  Birthdate: __________________________

College/University ________________________________  Graduation Date: ____________

Major: ________________________________  GPA: __________________________

Mailing Address: ____________________________________________________________

__________________________________________________________________________

Campus Address (if different from above): ______________________________________

__________________________________________________________________________

Telephone Number: ________________________________  Cell: _________________________

Fax Number: _______________________________________________________________

Email: ________________________________________________________________

Hometown: ________________________________  High School: ________________________

Hometown Newspaper: ______________________________________________________

Please include the following materials along with this completed form:

1. A current résumé.
2. A statement or cover letter of no more than 500 words explaining why you want to participate in the Frankfort Semester Internship Program.
3. Three letters of recommendation from college professors or employers. These may be sent separately.

Mail application materials to:
Richard Wilson, Intern Coordinator
Association of Independent Kentucky Colleges and Universities
484 Chenault Road
Frankfort, Kentucky 40601
www.aikcu.org