



Date received _____ Date trained _____ by _____ Date to start _____

Administrative Internship for Students
Miller Child Development Laboratory School (MCDLS)
Department of Human Development and Family Science

Opportunity to participate and learn in the leadership aspect of administration in an early childhood setting. Work with the Director of the lab school, in collaboration with the teachers, staff, students, and families. Gain experience in mentoring, coaching, supervising staff as well as the daily operational needs of the program.

All internships must have a current TB test, physical, and background check.

Days include Monday through Friday
Full time internship: 9:30am-5:30pm
Part time internship: 10am-3pm
*Schedule subject to change based on events of the program

Name: _____

School: _____

Academic Advisor: _____

Year Completed: _____ Phone: _____ Email: _____

What are your future goals upon graduation? _____

Describe any experience you have had in a leadership role: _____

Describe the experiences and/or goals you hope to gain in this internship: _____

References: Please list the names of 2 people, not related to you, who can comment on your character.

1. _____
name phone

2. _____
name phone

*Please include a copy of your resume.

Please specify the days/hours you would be available.

Do you need to complete certain requirements as an intern? (*For example, do you need to host an activity with the children, or do we need to keep track of your hours?*)

Please Explain:

I give Miller Child Development Laboratory School permission to contact the references listed above.

Signature of Applicant

date