Directions:

1. Attend a mandatory information session. Dates and times can be found at [https://ursf.richmond.edu/apply/index.html](https://ursf.richmond.edu/apply/index.html)
2. After reviewing the questions below, complete the UR Summer Fellowship application found here [https://ursf.richmond.edu/apply/index.html](https://ursf.richmond.edu/apply/index.html)
3. A resume is required for this application. Use the Career Services’ resume rubric to draft and edit your resume.
4. Two URSF Recommendation Forms should be completed on your behalf (use this recommendation request template to ensure that your recommenders have the information they need to complete the form). One recommendation should come from a UR faculty member with whom you have taken a course, and one recommendation should come from a religious leader from your tradition who can speak to your religious or spiritual commitments. Recommendations must be submitted by the deadline (5:00 p.m. on Friday, April 5) in order for your application to be considered.

Please indicate the name of your internship or your first choice internship site:

1. What tasks will you/do you hope to complete or what projects will you be/hope to be working on?

2. If you have not secured an internship, what steps have you taken so far to secure a summer internship? Be specific. Include organization names, application timelines, and any other information you have to demonstrate the work you have done in preparation for a summer internship.

3. List 3-5 specific goals you have for this experience that relate to your academic experience and professional development. Use concrete, measurable terms (e.g., specific skills you will gain, projects you hope to complete).

4. How does your desired internship connect with your spiritual and/or faith commitments and your professional aspirations?

5. What has been your involvement in religious and/or spiritual life before you came to the University of Richmond and while attending UR?

6. How has your engagement with religious and/or spiritual life informed your interest in pursuing this internship?

7. If your secured or first choice internship will be remote and not onsite at the organization. Your will need to answer the following:
   a. Please describe the type of training you will receive from the organization and how you will receive it
   b. In order for a remote or virtual internship to be eligible for a UR Summer Fellowship, it must include weekly meetings with your supervisor. Please outline a schedule for meeting with your supervisor, the method you will use to conduct those meetings, and the purpose of the check-ins.
   c. Please describe what opportunities you will have to present work or collaborate with other employees