



Ponca Economic Development Corporation (PEDCO)

Internship Application

PEDCO is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, disability, military status, age, or any other basis prohibited by applicable federal law.

All internship placements are with entities and departments of the Ponca Tribe of Nebraska. Ponca Tribe service area offices are located in Niobrara, Nebraska; Norfolk, Nebraska; Lincoln, Nebraska; Omaha, Nebraska; and South Sioux City, Nebraska. A limited number of virtual internships may be available by special request and department approval if you are not located within these geographic areas.

To be considered for an internship, you must submit a signed and completed application form along with a cover letter and your resume. Please refer to the job announcement to determine if additional information application items, such as writing sample, are required. All application items must be submitted as a complete package.

Name(s) of Internship(s) applied for:

Name: _____

School Address: _____

Permanent Address: _____

School Phone Number: _____ Permanent Phone Number: _____

E-Mail Address: _____

Are you requesting that your college grant you credit hours for your internship? ____YES NO____

Advisor's Name and Contact Information: _____

Are you requesting a stipend for your internship? ____YES NO____

NOTE: PEDCO has limited funding available for internship stipends. Students not requesting stipends may be placed earlier than those not requesting stipends depending on availability of funds.

Please provide information about your need for a stipend. If your need is income-based please provide additional documentation, such as prior year federal tax forms, FAFSA/student loan information, etc.:

Date(s) Available to perform Internship: _____

☐ Spring Semester ☐ Summer Break ☐ Fall Semester ☐ Other

How many hours per week will you be able to commit to the Internship? _____

Education

TYPE OF SCHOOL	NAME AND LOCATION	DEGREE/DATE	MAJOR
High School	_____	_____	_____
College	_____	_____	_____

Scholastic Honors and/or Licenses: _____

References

Name: _____ **Phone Number:** _____

Company/School: _____

Relationship: _____ **Known how long:** _____

Name: _____ **Phone Number:** _____

Company/School: _____

Relationship: _____ **Known how long:** _____

Name: _____ **Phone Number:** _____

Company/School: _____

Relationship: _____ **Known how long:** _____

Employment History *(Includes paid, volunteer and intern positions)*

Most Recent Employer: _____ Phone Number: _____

Address: _____

Supervisor (Name and Title): _____

Position Title: _____ Start Date: _____ End Date: _____

Description of Duties: _____

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Most Recent Employer: _____ Phone Number: _____

Address: _____

Supervisor (Name and Title): _____

Position Title: _____ Start Date: _____ End Date: _____

Description of Duties: _____
