**Writing Center Internship Application**

The Writing Center is accepting applications for our internship course, English 317, offered every spring. The practicum is a three-credit-hour experiential learning course, which combines reading and reflection with hands-on, supervised work as a writing consultant. It is ideal for students who want to learn more about teaching writing or who want to improve their own writing skills.

After completing English 317 successfully, students are eligible to work at the Center for pay (budget permitting); however, students who do not plan to work for pay (i.e., who are graduating, or can only commit for a one-semester experience) are also welcome to apply. The practicum is open to students in all majors. English 101 and 102 (or their equivalent) are prerequisites for this course.

To apply, submit the following: **1)** Writing Center Application Form (see below), with **2)** Names and contact information (phone/e-mail address) of two references who can attest to your academic, interpersonal, and writing abilities [These can include professors, work supervisors, or current writing center staff members. Formal letters of recommendation are not required]. **3)** Sample(s) of your academic writing (up to 10 pages) and **4)** [Optional] A resume.

**For due date and more information about the Center, please visit writingcenter.ua.edu.**

**Application and related attachments should be submitted via e-mail to** **writingcenter@ua.edu****.**

**Writing Center Application**

Your Name: CW ID:

Address: Phone number:

E-mail: Major:

Minor: Overall GPA:

GPA in Major: Year (fresh, soph, etc.):

Expected Graduation Date:

Please answer the following, either on this form or in a separate letter.

1) How did you hear about the practicum/Writing Center opportunity?

2) Why are you interested in the practicum?

3) Describe your previous experience with writing, teaching, and/or tutoring or with mentoring/supporting diverse groups of people.

4) List the names, position/title, institutional affiliation (if not UA), phone number, and e-mail address of two references who can attest to your academic strengths and your writing ability. (Note: formal recommendation letters are not required).

**Your Signature**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(print your name) give the Writing Center permission to access my academic record to verify my GPA, ensure I’ve completed EN 101 and 102 or the equivalent, and check my grades in writing courses. I understand that this information will be used in evaluating my application to take EN 317 and that the Writing Center will not share this information with anyone else.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(sign your name)

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_