

JACK KENT COOKE



FOUNDATION

Rising College Scholars: 2025 Summer Internship Stipend Application Guidelines

Funding for Summer Internships

The Jack Kent Cooke Foundation is offering rising College Scholars who completed the Young Scholars Program the chance to apply for a stipend of \$4,000 to pursue an **unpaid** summer internship opportunity at a **U.S.-based non-profit with 501(c)3 status or a U.S. government organization**. Internships can provide valuable hands-on experience and contribute to your intellectual and professional development. The following are among the many benefits of pursuing an internship during the summer:

- Fostering an explicit understanding of the relevance, applicability, and adaptability of your college education to the demands of the professional world;
- Deepening your academic skills through their application in the workplace;
- Exploring career options and clarifying your own career goals and interests;
- Augmenting academically acquired skills with profession-related skills;
- Providing an arena for self-reflection, enhancing your career- and self-confidence;
- Strengthening your job search and/or graduate/professional school qualifications.

Internship Requirements

- As a College Scholar, you are eligible to receive the internship stipend up to two times during your scholarship program. If you are approved to receive the stipend this summer, it will not count towards that limit.
- You are not eligible if you will receive college credit for the internship or if you will be deferred from college in fall 2025.
- You must complete a full-time internship (a minimum of 35 hours/week for at least 8 weeks) at the internship site that was approved in your application.
- The internship must take place within this timeframe: **May 31, 2025-August 31, 2025**.
- The award is **\$4,000 for rising College Scholars** and can only be used for an **unpaid internship at a U.S.-based non-profit with 501(c)3 status or a U.S. government organization**.
- In-person or hybrid internships are preferred. Virtual internships are only considered if the organization is fully remote.
- You must have secured the internship at the time you apply for the stipend. You will be asked to provide your supervisor's information in the application so that we may verify.
- You must have a supervisor at the internship site. The supervisor cannot be a family member.
- You will be required to submit a Final Report within two weeks of completing your internship, and no later than **September 11, 2025**, that briefly describes your accomplishments and the impact of the internship on your personal and professional development.
- Your supervisor must complete the Supervisor Completion Form by **September 11, 2025**, to verify that you have completed your full-time internship.
- Failure to submit on-time final reports will result in a hold on your scholarship payments.

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Application Information and Timeline:

- **April 17, 2025:** All applications are due by **5:00 p.m. ET**. Late applications will not be accepted.
- **May 2, 2025:** All applicants will be notified by **5:00 p.m. ET**.

Each year we receive an increased number of quality applications, and the process is selective. To help you better prepare your application, please consider the following:

- **Relevance to Major/Career:** We are looking for well thought out applications with internships that align with academic and career goals.
- **Depth of Proposed Experience and Goal Setting:** Whether the internship is meant as a deeper pursuit of a previous similar internship or as an exploratory experience to help you narrow down your interests and goals, you should provide a thoughtful reflection of why you chose this particular experience.
- **Evaluation and Evidence of Support:** We are looking for clear descriptions of probable tasks and projects you have identified with your supervisor. Please do your best to accurately reflect what you will be working on for the summer. We recognize that actual projects are likely to change slightly as you begin the internship, and you will not be penalized for those changes.
- **Scholar Standing:** You must be in good academic standing with the Foundation.

To apply for a stipend for a summer internship opportunity, **you must use the online application**. To be considered, all items must be submitted to the Foundation **by April 17, 2025**, at the latest. The online application materials include:

- Application
- Resume Upload
- Supervisor Confirmation (available in application)
- Internship Stipend Agreement (available in application)

Once you complete the application and upload your resume, you will be able to invite your supervisor to view and confirm your application. You will also be asked to sign the Internship Stipend Agreement at the end of the application. All items of the application packet must be complete, including the supervisor portion, before we will be able to evaluate and render a decision.

To begin the application, please visit <http://www.jkcf.org/InternshipStipend> and follow the prompts to create an account. Once your account is created, you will be able to login and access the Internship Stipend Application from the list of applications.

If you have any questions, please contact us at scholars@jkcf.org.