Information about APEX Fellowships and For-Credit Summer Internships

Deadline for APEX Fellowship Applications:
- Has been extended to 11:59 p.m. (ET) Friday, April 24

On-site vs. Remote Internships:
- We are strongly recommending that students seek remote internships for this summer. This recommendation is being made with our students’ safety and our ability to support them as our highest priority.
- Although we will continue to advise students about on-site opportunities, we expect that most of those opportunities may be converted to remote experiences or canceled.
- Thus, we urge all students to work to either convert existing secured internships into remote ones, or to find another opportunity (or combination of opportunities) that can be completed remotely.
- International student internships must be related to majors, be credit bearing and CPT must be requested through International Student Services whether the experience is paid or unpaid, remote or on-site.
- For-Credit Summer Internship applications will be accepted until Friday, May 15.
- Students must complete the Faculty Mentor Form and Internship Application.

Logistics for Applying for an APEX Fellowship - Remote Internship:
- Given the uncertainty many organizations are facing about when and how they will be operating, and the considerations required for reconfiguring an on-site experience into a remote opportunity, we are offering flexibility in the required length of time and number of hours with the organization:
  - 4.5-6 weeks and 170-225 hours for the $2025 level of support
  - 6.5-8 weeks and 225-300 hours for the $2700 level of support
  - $0 for travel funds
- To help you approach your organization about a remote experience, we have put together a sample email. Anything that is highlighted in yellow is customizable for your particular situation and organization.
- A well-designed remote (also known as virtual or e-internship) experience that provides professional development requires both the organization and the student to be explicit about work conditions and expectations to an even greater extent than an on-site experience does. Use these tips to guide your conversation with your organization.
- International students will need to apply for CPT through ISS for all APEX fellowship experiences that involve work at an organization in the United States.

Internship Agreement with Host Organization
- If your organization agrees to work with you remotely, and has already completed an Internship Agreement, they will need to complete an addendum to the one they have already submitted.
- If your organization has not yet completed an Internship Agreement, the form will be updated to incorporate questions we ask in the addendum by the end of this week.
With all the other changes you all have been experiencing this spring, we know this adds to the uncertainty for the summer. We ask you to work creatively with us to manage your opportunities so they will be safe yet contribute to your professional development. Please join Cathy and the staff of trained Peer Advisors for advising sessions on Microsoft Teams **MWF 11 am – 1 pm** and **TTH 8 pm – 10 pm**. In addition, help us develop a useful FAQ page by sending your questions to apex@wooster.edu.