MEMORANDUM

TO: Fall 2010 Service Learning Interns

FROM: Mary Beth Barritt, Instructor

RE: Samuel Fishman Memorial Fund: The Fishman Interns

DATE: September 2010

I am writing to inform you of a valuable scholarship opportunity, for which you are eligible, based on your participation in the Service-Learning Internship Program.

On the back of this memo please find information on the Samuel Fishman Memorial Fund. The Fishman Interns are chosen each semester based on the Service-Learning intern’s ability to meet specified criteria described in the enclosed materials. Scholarship amounts vary each semester based on the total number of qualified applicants selected, and will not exceed $1000.00. Please read the enclosed materials carefully. If you qualify for the Fishman Interns Scholarship, please submit a letter of intent (2-3 pages, double-spaced) describing your internship placement, why you chose to become in intern there, how you meet the other defined criteria, and an explanation of your financial need by end of the day, October 4, 2010. Letters of intent can be addressed to me at Career Services Living/Learning E Building.

A selection committee will evaluate letters of intent and you will be notified by October 29, 2010 of the committee’s decision.

If you have questions about the Samuel Fishman Memorial Fund, or the Fishman Interns, please feel free to contact me at Career Services 656-3450 or by email at Mary.Barritt@uvm.edu
Career Services at the University of Vermont offers the Samuel Fishman Memorial Fund, in order to honor his memory by providing necessary scholarship funds to UVM students involved in legislative and governmental internships.

The language authorizing expenditures form the fund memory of Samuel Fishman reads as follows:

“The funds contributed to the University in memory of Samuel William Fishman of the class of 1934, a loyal and active alumnus as well as an outstanding citizen are to provide financial assistance to students selected to serve in other community service internship positions determined by the Service-Learning Internship Program at The Center for Career Development.”

Criteria for selecting the Fishman Intern(s) on a semesterly basis are as follows:
- Junior or Senior standing;
- Enrollment in the Service-Learning Internship Program;
- As part of the application process, students must submit an intent letter, which will be evaluated as part of the selection process;
- Financial need.

Restrictions accepting the Fishman Internship Scholarship are as follows:
students who accept the Fishman Internship Scholarship also agree to 1) sign a Release Form granting permission to the committee to share selected information about the recipient with the donor; 2) send a letter of acknowledgement to the donor and forward a copy to the committee before receiving the scholarship funds.

Process: The Fishman Internship scholarship will be offered on a semesterly basis to those students involved in the Service-Learning Internship Program and placed in legislative and/or governmental internship positions. Scholarship amount will be determined by both the funds and available on an annual basis and the number of selected Fishman Interns. The scholarship will not be offered to students until after they have expressed interest in, applied and been accepted to the Service-Learning Internship Program. Having identified those interns involved in the appropriate placements, a list will be forwarded to the Office of Financial Aid to determine financial need. The applicant(s) whose records and experiences most closely match the given criteria will be selected as Fishman Intern(s). Their appointment will be for one semester, unless a longer internship placement has been pre-arranged.