

APPLICATION INSTRUCTIONS	APPLICATION INFORMATION PLEASE COMPLETE & MAIL TO ADDRESS BELOW				
All students interested in being considered for the Labor Investing For Tomorrow (LIFT) Summer Internship Program must submit this application and all supporting documents to the Department of Labor, Office of the Assistant Commissioner for Employment and Training, NO LATER THAN March 20, 2015. Eligibility Requirements - GPA must be 2.8 or better on a 4.0 scale. - Applicant must be between the ages of 18-25, inclusive. - Applicant must be presently in college/grad. school and must have completed at least 60 credit hours.	Last Name		First Name		MI
	Local Address			Email	
	City	State	Zip	Telephone	
	Local Contact Person			Telephone	
	College or University Attending				
	Address				
	City	State	Zip	Telephone	
ESSAY In 250 words or less, discuss the possible contributions you could make to the Labor Investing For Tomorrow (LIFT) Summer Internship Program and the potential employer as an Intern. Please note that this essay is weighted 60% in determining your eligibility. All Applicants Must: - Complete application. All applications must be typed. - Complete the essay above on a separate sheet. All essays must be typed. - Request an official transcript be sent from your present school to the office of the Assistant Commissioner for Employment and Training. - Submit a resume. - Provide proof of citizenship or legal residency status (passport, birth certificate, or green card), social security card, current college ID. - Participate in an interview. - Mail documents to: Assistant Commissioner Employment and Training ATTENTION: LIFT VI Department of Labor PO Box 302608 St. Thomas, VI 00803-2608 For further information contact: (340)776-3700	Major		Classification (Junior, Senior, etc.)		Graduation Date
	Skills				
	1.				
	2.				
	3.				
	Area/Job Preference (list in the order of preference)				
	1.				
	2.				
	3.				
	Have you ever participated in any of the Department's Summer Youth Employment Programs? (Check appropriate box)				
Six (6) Week Work Experience ☐ YES ☐ No LIFT (Internship Program) ☐ YES ☐ No					
Do you plan to earn college credits?					
☐ YES ☐ NO					
Expected date available for employment					
Signature				Date	