



# INTERNSHIP APPLICATION

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used of the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring accommodation to complete the application and/ or interview process should notify a representative of the organization.

APPLICANT INFORMATION									
Last Name			First			Date			
Street Address					Apartment/Unit #				
City			State		ZIP				
Alternate Address					Apartment/Unit #				
City			State		ZIP				
Phone			E-mail Address						
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?					
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain					
EDUCATION									
High School			Address						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
College			Address						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
Other			Address						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
REFERENCES									
<i>Please list two professional references.</i>									
Full Name			Relationship						
Company			Phone						
Full Name			Relationship						
Company			Phone						

**PREVIOUS EMPLOYMENT (INCLUDES PAID, VOLUNTEER & INTERN POSITIONS)**

Company		Phone	
Address		Supervisor	
Job Title	Start Date	End Date	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Start Date	End Date	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title	Start Date	End Date	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			

**RECOGNITIONS**

Honors & Awards	
Activities relevant to internship	

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date

## INTERNSHIP PROGRAM INFORMATION

Charlotte Ballet offers internships at the Patricia McBride and Jean Pierre Bonnefoux Center for Dance in Charlotte, North Carolina. The internship program is designed to provide students with an opportunity to learn about a professional dance company and the supporting areas of Charlotte Ballet.

**Internship Positions Available:** Internship opportunities are available in most areas of the company. The full listing of Internship Opportunities can be found online at [charlotteballet.org](http://charlotteballet.org).

**Eligibility:** A candidate must be currently enrolled in a University/College program, or a recent College graduate. Minimum of a 3.0 GPA. Interest or working towards a degree in the Arts or Business Administration is preferred but not required.

**General Information:** Interns are expected to work between 20 and 30 hours a week during a 6 week internship period. Interns may receive academic credit if an agreement is made between Charlotte Ballet and the intern's college/university or high school.

**Application Procedures:** Candidates must complete an application form and submit it with their cover letter and resume. Some internship positions require additional application items, such as a writing sample. All application items must be submitted as a complete package. Incomplete applications will not be reviewed.

**Mail, Fax, or Email Applications to:** Charlotte Ballet  
Attn: Academy Program Manager, Ruth Gibbs  
701 North Tryon Street  
Charlotte, NC 28202

Fax: 704.375.0260  
[rgibbs@charlotteballet.org](mailto:rgibbs@charlotteballet.org)

**Where to Go for Further Information:** [charlotteballet.org](http://charlotteballet.org)