## CENTER FOR INTEGRATED TRAINING & EDUCATION- CITE

Internship Orientation meeting- Cohort 66

**AGENDA**

1. Greetings and Salutations
2. Purpose of Meeting

 **THE PROPOSAL**

 Due by **(a) Friday, July 1, 2022- For an unofficial internship**

 **start date of August 1, 2022.**

**(b) All remaining proposals are due no later than Monday, August 1, 2022 for a start date of September 1, 2022.**

 **To begin the Internship, you need to have**

 **the following**:

 1) Internship proposal submitted to *Mike@citeonline.com*

 2) Approval letter received from Michael Schildkraut

 3) Registration forms and survey forms sent to Barbara at

 Barbara@citeonline.com (**due by May 31, 2022**)

 4) Paid for either Part I (EDA 546) or Part I and II (EDA 546-547)

 5) You will not be registered until your proposal is approved and payment is

 received

 **PAYMENTS**

###  EDA 546

Payment of $1,095 or $2,190-**Please pay via the link located on this**

 **document**

EDA 546 - Pay **before you submit your proposal**

###  EDA 547

EDA 547 - Pay by **January 1, 2023**

###

###  ONE TERM INTERNSHIPS

Requests for one term Internships must be submitted by email and sent to Mike@citeonline.com between the dates of **August 22nd, 2022 and August 25th, 2022**.Once the request has been received, candidates will be sent a list of additional documentation that must be submitted. The submission of additional documentation must be emailed to Mike@citeonline.com **no later than August 29, 2022. Interns MUST HAVE RECEIVED APPROVAL to start their internship on August 11, 2022 for a consideration of a one term internship.**

 **SEMINARS**

Seminars are given each month throughout the year. Please check the In-CITE Newsletter at <https://www.citeonline.com/project/administration-current-students/> first before registering. Newsletters are posted at the beginning of each month with seminar listings.

 **PAYMENT LINKS**

**Cohort 66 only**

**Link for Payment for Internship EDA546:**

<https://secure.usaepay.com/pay/ankt6jh1m5yqpdnvx/WJv7yYwy>

# Link for Payment for Internship EDA547:

# <https://secure.usaepay.com/pay/dnkt6vmngc14wm3s8/qfda3O9q>

**Please DO** **NOT send the proposals to the College of St. Rose in Albany!!**