

East Los Angeles College  
**ELAC Foundation Marvin Martinez:  
Washington, D.C.  
Gateway Internship Program (WGIP)**

**Summer 2018**



**APPLICATION:  
DEADLINE**

**Friday, February 23, 2018  
at 11:59 PM**

**[https://elacfoundation.com/  
dc-internship/](https://elacfoundation.com/dc-internship/)**

For More Information Contact:  
Career & Workforce  
Development  
E1-176  
323.415.4126  
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Ayalaga@elac.edu

This program offers 2 to 4 ELAC students a 4 week internship between June and July 2018. The benefits include:

- Participate in the legislative, political and administrative process
- Learn about pursuing a career in government service; and,
- Includes free travel, room & board, and \$tipend.

**Informational Session:  
Tuesday, February 20<sup>th</sup>  
12:30 – 1:00 PM  
E3-307**



### Washington D.C. Gateway Internship Program Summary

The WGIP provides students with an opportunity to participate in the legislative, political, and administrative process. Students will contribute their new knowledge and vigor to the East Los Angeles College Community and Foundation.

### Washington D.C. Gateway Internship Program Statement

The WGIP seeks to provide students with leadership experience through participation in the legislative, political, and administrative process in Washington D.C.

**Goal 1: Leadership development.**

**Goal 2: Networking opportunities.**

**Goal 3: Professional, personal, and community development.**



**SPECIAL NOTE ON CITIZENSHIP:** U.S. Citizenship is only required for positions on Capitol Hill and government agencies. Because of heightened security throughout government agencies; you may be subjected to a thorough security background check. If you believe there may be personal or family circumstances (e.g., criminal record, financial problems, undocumented residency) that may prevent you from participation, please discuss your situation with Paulina Palomino at [palomipp@elac.edu](mailto:palomipp@elac.edu) prior to submitting your application.

## ELIGIBILITY REQUIREMENTS

Students must meet the following requirements:

- Minimum 18 years of age
- Enrolled as a full-time student at ELAC in the Spring 2018 semester
- Complete 30 units by the end of Spring and planning to enroll at ELAC for Fall 2018
- A cumulative GPA of 3.0
- Complete English 101 by Fall 2017
- Complete at least one of the following courses by Spring 2018: Political Science 1, Comm 101 or 104, English 102 or 103, History 6, 11, 12, Chicano Studies 7 or 8
- Must not hold a post-secondary degree

## ON-LINE APPLICATION PROCESS DOCUMENTS REQUIRED

1. Completed application
2. Essays – no longer than 2 double-spaced, typed pages
  - How will the WGIP serve to impact the quality of your life, campus, and community?
  - What will you contribute to your internship office?
  - What is a potential challenge you might face in D.C. and how will you overcome it?
3. One-page résumé, which should include education, experience, and activities/honors/skills.

Upon receiving an invitation to interview:

- Current transcript(s) of all college courses taken
- One letter of recommendation – Letter should preferably be from an ELAC faculty member

**Applicants must be available for in-person interviews on**

**FRIDAY, MARCH 2<sup>nd</sup>.**

**Upon being selected, interns should be available for a day-long internship preparation workshop on Saturday, March 3<sup>rd</sup>.**