
MARKKULA CENTER FOR APPLIED ETHICS**2019 - 2020 HEALTH CARE ETHICS INTERNSHIP (ELSJ 198)
APPLICATION FORM**

Dear Applicant,

Thank you for your interest in the Health Care Ethics Internship, sponsored by the Markkula Center for Applied Ethics, in partnership with local hospitals and other health care facilities. All who are interested in health care ethics are encouraged to apply. Students will be selected based on qualifications and interviews. Application packets are available online (www.scu.edu/ethics/hcei/apply).

A commitment of one academic year is required for participation in the Internship. This includes five hours of clinical rotations each week, in addition to mandatory class sessions on Tuesday evenings, from 5:40 to 7:20 p.m. (approximately six sessions per quarter). This internship is a five-credit, upper-division, Pass/No Pass course which students register for in the Spring Quarter. Please note that you cannot study abroad during your internship year.

This course fulfills the ELSJ (Experiential Learning for Social Justice) requirement and is also associated with the Applied Ethics Pathway. If you declare a Pathway in this area, you may use a representative piece of work from this course in the Pathway Portfolio you will complete during your senior year.

Completed applications are due by Wednesday, February 20th, 2019 at 5pm. Incomplete or late applications will not be considered. Completed applications should include:

1. The Application Form (including the Letter of Intent).
 - a. Letter of Intent (400-500 words)- Tell us why you want to be in the Health Care Ethics Internship, what you hope to learn, and how this program would impact your career.
2. Two Recommendations*- At least one recommendation must be from an SCU faculty member who can speak to your aptitude and interest in the internship. The second may be from an SCU staff/faculty member, a previous or current employer, advisor, church or community leader. Neither may be from a family member or friend. Please see separate PDF for recommenders ("Recommendation Form--2019-2020 HCEI Application") found at www.scu.edu/ethics/hcei/apply.
3. Your official SCU transcript. (If you are a transfer student, please also include official transcripts from previous colleges/universities you have attended).

Completed applications must be submitted 2 ways (before 5pm on Wednesday, February 20th, 2019):

1. An electronic copy of the Application Form (including the Letter of Intent) should be emailed to Ryvenna Lewis, Health Care Ethics Internship Manager, at hceiadmissions@scu.edu.

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2. A hard copy of your Application Form (including the Letter of Intent), Recommendation Forms*, and transcript(s)** should be brought to Ryvenna Lewis at the Markkula Center for Applied Ethics (Vari Hall, 1st floor).

Interviews with staff members from the Markkula Center for Applied Ethics will be arranged upon completion of the previous items. *Please note that not all applicants will be invited for an interview.*

You will be notified by mail and/or email if you are accepted into the program.

Please note that when accepted into the program, all Health Care Ethics Interns must consent to and complete a background screen and health screening process, before the end of Spring Quarter 2019, and be cleared by the hospital(s), in order to participate in the program.

Please do not hesitate to contact me by phone (408-554-5716) or email (hceiadmissions@scu.edu) with any questions.

Sincerely,

Ryvenna Lewis
Health Care Ethics Internship Manager
Markkula Center for Applied Ethics (Vari Hall, 1st Floor)
Santa Clara University
500 El Camino Real
Santa Clara, CA 95053

** Recommendations can be mailed/ emailed directly from the recommender OR submitted by the applicant (hard copies only). If submitted by the applicant, envelopes must be sealed and signed across the flap, by the recommender. Further instruction can be found on the separate PDF form, for recommenders ("Recommendation Form--2019-2020 HCEI Application").*

***Transcripts can be mailed directly to the Markkula Center for Applied Ethics (see full mailing address above) OR mailed to the applicant. If applicant receives transcript and delivers to the Ethics Center, please be sure the original seal is intact.*

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DATE: _____

I. BASIC INFORMATION

Name:	
Student ID:	
Date of Birth:	
Street Address (<i>Local</i>):	
City, State, ZIP Code (<i>Local</i>):	
Street Address (<i>Permanent</i>):	
City, State, ZIP Code (<i>Permanent</i>):	
Phone (<i>Cell</i>):	
Phone (<i>Other</i>) :	
E-mail Address (<i>SCU</i>):	
E-mail Address (<i>Non-SCU</i>) :	

II. EMERGENCY CONTACT INFORMATION

<p>Local Emergency Contact: (Name & Phone Number)</p>	
<p>Other Emergency Contact: (Name & Phone Number)</p>	

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III. ACADEMIC INFORMATION

Current Class Standing:	Sophomore	Junior	Senior
Major(s):			
Minor(s):			
Pathway:			
Number of Units Completed (as of application date):			
Number of Units Currently Enrolled:			
Please indicate whether you plan to have full- or part-time standing for each quarter of the 2017-18 academic year:	Fall 2019	Winter 2020	Spring 2020
	___ <i>Part-time</i>	___ <i>Part-time</i>	___ <i>Part-time</i>
	___ <i>Full-time</i>	___ <i>Full-time</i>	___ <i>Full-time</i>
Anticipated Units:	Fall 2019: ___	Winter 2020: ___	Spring 2020: ___
Expected Graduation Date (Month & Year):			
Cumulative GPA:			
Faculty Advisor: (Name & Department)			

IV. ETHICS COURSE(S)* (*taken, or planned*)

Term	Course	Instructor(s)	Grade

*At least one Ethics course taken at Santa Clara University, or an approved equivalent, is required prior to the start of the internship in September 2019. Accepted students will be asked to provide verification that

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the Ethics course was completed with a passing grade. Please see website (www.scu.edu/ethics/hcei/apply) for a list of approved courses.

V. VOLUNTEER and WORK EXPERIENCE *(please begin with most recent)*

Dates	Agency/ Company	Title	Responsibilities

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VI. HONORS and AWARDS (*within the past 5 years*)

Date	Awards

VII. CURRENT COMMITMENTS: JOBS, INTERNSHIPS, EXTRACURRICULAR ACTIVITIES, ETC.

Activity	Time Commitment (on average, per week)

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VIII. ANTICIPATED COMMITMENTS FOR THE 2019-2020 ACADEMIC YEAR: JOBS, INTERNSHIPS, EXTRACURRICULAR ACTIVITIES, ETC.

(please include any that you plan to apply for, or have already applied for)

Activity	Time Commitment (on average, per week)

IX. HOW DID YOU HEAR ABOUT THE HEALTH CARE ETHICS INTERNSHIP?

(check all that apply)

Email:	
Career/Internship/Job Fair at SCU:	
Advertisements on campus (flat panels, flyers, etc.):	
Presentation in course:	
Facebook:	
Faculty/Staff member at SCU:	
Pre-Health Advisor:	
Other Advisor:	

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Friend/Classmate:	
Other (please specify):	

X. REFERENCES- Please list 2 references (SCU faculty or staff) who support your application and are willing to discuss it if contacted. These may or may not be the same individuals as those completing Recommendation Forms.

Name	Department	Phone Number

XI. COMMENTS

LETTER OF INTENT

Instructions:

In 400-500 words, tell us why you want to be in the Health Care Ethics Internship, what you hope to learn, and how this program would impact your career. You may either enter your Letter of Intent below, or attach a separate document with the Letter of Intent.