



North Central Electrical League's Annual

INTERNSHIP PROGRAM

An NCEL Member Benefits Program

NCEL Internship Program ~ Rules & Criteria

Any undergraduate who has completed an internship within a 12-month period, and before July 31st, at any NCEL member company, may apply for our Internship drawing!

Requirements for a qualifying internship applications include:

- *the intern must be attending or enrolled in an accredited post secondary institution studying for a technical career in the electrical industry.*
- *the intern must have completed at least 360 hours of internship work at an NCEL member company prior to applying for the internship.*
- *only undergraduates may submit applications for the internship program.*

All internship applications must include:

- *an official internship application form -- page two of this application.*
- *an essay written by the intern describing their internship experience and work performed.*
- *a letter of completion from their employer on their corporate letterhead, which includes a job description and confirmation that over 360 hours were worked.*

Applications can be submitted anytime throughout the year, with an annual July 31st deadline.

There is no limit to the number of applications submitted from each company. Although that company must be a corporate member of North Central Electrical League.

Companies are encouraged to post their internships on the NCEL website, but it is not required.

NCEL will randomly draw up to ten, \$1,500 internship winners annually. The annual drawing will take place at the NCEL's Summit Conference in August. If less than ten qualifying applications are received, each qualifying intern will receive a \$1,500 tuition credit check, thus eliminating need for the the random drawing.

NCEL's tuition credit check will be mailed to the student intern, with the check payable to their college/technical school, no later than October 1st.

**If you have questions on the NCEL's Internship Program
call the NCEL office at 800/925-4985.**

North Central Electrical League, Inc.

For the overall advancement of the interest of the North Central Electrical League, Inc. members serving the electrical industry in Minnesota, North Dakota, South Dakota and Wisconsin.



NCEL Internship Application

To be completed by the intern and verified by the employer, upon completion of the Internship.

Please provide all information below:

Intern's full name: _____

Intern's home address: _____

City: _____ State: _____ Zip: _____

Home telephone: _____

Email address: _____

College / Tech School attending: _____

Major course(s) of study: _____

Date of graduation: _____

NCEL member company: _____

Company mentor: _____

Company address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Email address: _____

Dates of internship: _____

Job position title: _____

Qualifying Internship Applications must include:

- Complete the NCEL Internship Application above.
- An essay written by the student/intern describing their internship experience and their work performed.
- A letter of completion from the employer on their corporate letterhead which will include a job description and confirmation that over 360 hours were worked by the applicant.
- Return all supporting documentation in one package to the NCEL office on or before July 31st.

I understand that the North Central Electrical League, Inc. and their Board of Directors is not responsible for the wages negotiated and is under no obligation to provide employment at the above company or any other internship. I understand that the amount of the tuition credit check will be determined annually by the NCEL Board of Directors. I understand that I may only receive one internship or scholarship per calendar year from NCEL or its affiliates. I understand that the North Central Electrical League, Inc. and their Board of Directors are not responsible for meeting the college/university/technical school requirements for internship credits. I understand that my essay may be posted on the NCEL web site or included in an NCEL newsletter to promote the program and the industry.

To the best of our knowledge, the official application above is correct:

Intern: _____ Date: _____

Employer: _____ Date: _____

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