## 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*](mailto:Mike@citeonline.com)

2) Approval letter received from Michael Schildkraut

3) Registration forms and survey forms sent to Barbara at

[Barbara@citeonline.com](mailto: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**

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### 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!!**