



CUNY SCHOOL OF LABOR AND URBAN STUDIES

COMMUNITY SEMESTER NYC SUPPLEMENTAL APPLICATION

Application Instructions

Thank you for your interest in Community Semester NYC. To help us learn more about you, your skills and the contributions you would make to the Community Semester program, your host organization and the CUNY School of Labor and Urban Studies, we invite you to complete the supplemental application. If at any point in completing the application, you have general questions about the application or program, contact the Community Semester Program Coordinator, Crystal Joseph at CommunitySemester@slu.cuny.edu or 212-857-1966.

Application Guide

The Community Semester supplemental application includes the following sections:

- General Information
- Personal Statement
- Skills Assessment
- Community Semester Questionnaire
- Recommendation Form*

* Applicants are required to submit two recommendations. Recommendations must be from individuals who have knowledge of your academic and/or professional background. See instructions on online application.

Application Checklist

I have attached: Resume
 Community Semester Questionnaire
 Personal Statement

Application Return Instructions:

Submit the **completed** supplemental application **as an attachment to online application**. Any question please contact the Community Semester Program Coordinator, Crystal Joseph at CommunitySemester@slu.cuny.edu.

Salutation:

First Name:

Middle Initial:

Last Name:

Date of Birth:

Gender:

Male

Female

Other

Ethnicity:

Permanent Address:

Street

City

State

Zip Code

Country

Length of time at above address:

(years and months)

If your address is in New York, how long have you resided in this state:

(years and months)

Mailing Address (if different from permanent):

Street

City

State

Zip Code

Country

Home Telephone:

Business Telephone (include extension, if applicable):

Mobile Telephone:

Email Address:

Program Information

What level are you applying for?

Undergraduate

Graduate

And please specify which term you are applying to:

Start Term:

Student Status:

Are you now, or have you ever been, a student at the CUNY School of Professional Studies?

Yes

No

If **yes**, please provide approximate dates of attendance:

Are you currently a student at another **CUNY college**?

Yes

No

If **yes**, please provide your CUNY First EMPLID

and home campus:

How did you learn about the Community Semester program?

List the names and affiliations of the persons from whom you have requested letters of recommendation:

1. Name:

Affiliation:

2. Name:

Affiliation:

ALL Applicants Must Sign Below

I hereby certify that all the information I have provided in this application is true and complete to the best of my knowledge. I agree that if I am admitted for study at CUNY SLU, I will be bound by the rules and regulations of the School as specified in the Bulletin. I understand that all information contained in this application will be treated confidentially and will be used for institutional purposes only and that CUNY SLU complies with the provisions of the [Family Educational Rights and Policy Act](#).

Signature of applicant

Date submitted:

DO NOT WRITE BELOW THIS LINE – FOR COLLEGE USE ONLY

Approved: (Unconditional with Conditions)

Not Approved:

Ineligible:

Comments:

X _____

Community Semester: A Full-Time Academic and Community Service Experience in NYC

Skills Survey

Community Semester places students in a wide variety of work situations. To help our staff make the best placement for you and your host organization, please complete this survey. Our staff will use your answers to these questions along with the other application materials to help determine your placement, and for that purpose only.

Assess your skills for the questions on the following pages using the following number scale:

- 1 No Knowledge or NA (non-applicable)
- 2 Some Knowledge
- 3 Competent
- 4 Proficient
- 5 Excellent

1. Working with a non-English speaking population

Spanish

Chinese

English as a Second Language

Other, please specify:

2. Computers and Internet

Internet Research

Database Management

Website Design

Graphics

Desktop publishing

Social Networking Media

Please specify the computer software programs you are familiar with (Word, Excel, Photoshop, etc.)

3. Communication and Research Skills

- Teaching
- Public Speaking
- Creative Writing
- Journalism
- Research
- Interviewing
- Video
- Photography

Please briefly elaborate on your level of communications and research skills below:

4. Campaign Activities

- Campaign Volunteer
- Voter Registration
- Door-to-Door Canvassing
- Designing Posters and Flyers
- Organizing Meetings
- Phone Banking

Please elaborate on the campaign activities you participated in below:

5. Please use the space below to highlight any talents or skills you possess that were not addressed above:

Please rank the areas of work that interest you as possible Community Semester placements:

Area(s) of Interest:	Rank in order of Preference: (Using Numbers 1-7 With "1" representing least preferred interest area to "7" representing most preferred interest area)
1. Research	
2. Political Action	
3. Member Education	
4. Community Organizing	
5. Writing	
6. Communications / Media and Public Relations	
7. Public Policy	
Other – Please specify:	

Community Semester Questionnaire

Instructions: In addition to the **Personal Statement** that you will submit separately, please answer the following questions. We want to get to know you and the contributions you would make to the Community Semester program, your host organization, and the Murphy Institute. Your answers to the questions below should be no less than **one paragraph** and no more than **three paragraphs** each.

Please describe a major issue impacting your community. Include your own thoughts about how you would address that problem or issue.

Identify three professional skills you would like to develop if enrolled in the Community Semester Program.

Please list any volunteer or fieldwork experiences you have had.

Describe, in detail, your work style. What are your work patterns as student? As a co-worker? And as a teammate? What unique contributions do you think you could make to the community based organization where you will intern?

In almost every internship there will be challenges. These challenges can be related to interpersonal relationships, time management, language or communication, work quality, expectations, etc. Other challenges might be related to balancing work, studies, family and other obligations while maintaining your commitment to the program. Describe the biggest challenge you think you might face at your internship and in the program and three strategies you might use to overcome that challenge.

Application Checklist

I have attached my:

Resume

Community Semester Questionnaire

Personal Statement