



# CUNY SCHOOL OF LABOR AND URBAN STUDIES

THE CITY UNIVERSITY OF NEW YORK

25 West 43rd Street, 19th FL, New York, NY 10036-7406 | Phone 646 313-8300 | Fax 646 313-8302 | [www.slu.cuny.edu](http://www.slu.cuny.edu)

## APPLICATION TO NEW YORK UNION SEMESTER

### ABOUT NEW YORK UNION SEMESTER

For almost 20 years, New York Union Semester has successfully connected social changemakers with dynamic labor organizations. This unique semester-long program combines rigorous academic study with first-hand experience within the labor movement. Undergraduate and graduate students from across the country and around the world are paired with unions and worker-rights organizations to gain practical skills and learn first-hand the strategies these organizations use to fight for workers' rights.



Student interns will fulfill a 28-hour workweek in their field of placement. Students analyze the experience they gain in the area during class time through comprehensive studies of the US labor movement. Our renowned Labor Studies faculty teach the courses.

The Union Semester program subsidizes your tuition and fees up to \$7,000. Any amount in excess of tuition costs are issued to interns for living and other personal expenses.. Upon completing the program, undergraduate students earn 16 credits and are awarded a Certificate in Labor Studies. Graduate students will earn 12 credits and an Advanced Certificate in Labor Studies, which can be applied to the MA in Labor Studies.

### APPLICATION REQUIREMENTS

- The program is open to undergraduates, recent college graduates, and graduate students
- New York Union Semester is a 15-week, full-time commitment. Program participants will not have time for additional classes and/or work a second job.
- To qualify for admission, undergraduate applicants must have a minimum cumulative GPA of 2.5. They must have completed 45 college credits before the start of the New York Union Semester. Graduate applicants must have a bachelor's degree and a GPA of 3.0 or higher in a post-baccalaureate program. Applicants must also complete the **NY Union Semester Supplemental Application**. After completion, please upload as an attachment to the Undergraduate/Graduate application.
- Union Semester welcomes applications from international students and has hosted many students from around the world. International students can only apply to the program at the graduate level. Additionally, the following is required:
  - ✓ International students must complete the CUNY School of Labor and Urban Studies' Union Semester **International Student Application Supplement**;
  - ✓ International students will need to score a minimum of 550 on the **TOEFL** paper test or an 80 on the computer-based TOEFL test. You will need to submit a copy of your TOEFL score to the CUNY School of Labor and Urban Studies. For your reference, our **Educational Testing Service (ETS) code is 4829**. You may use this code to send your scores to us directly.
- **Union Semester applicants enrolled at other CUNY campuses should request an e-permit from their home school before submitting this application.** Please contact your academic department or advisor to be sure you understand the ePermit guidelines, procedures, and deadlines. Colleges need ample time to review and approve ePermit requests. The applicant's ePermit for each of the four courses must be submitted to SLU at least 10-days before the semester's first official day.

For questions, please call (646) 313-8300 or email [unionsemester@slu.cuny.edu](mailto:unionsemester@slu.cuny.edu).



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## NEW YORK UNION SEMESTER SUPPLEMENTAL APPLICATION



### Windows Users

Follow the link to install the most current version of Adobe Acrobat Reader DC: <http://get.adobe.com/reader/>



### Mac Users

Follow the link to install the most current version of Adobe Acrobat Reader DC:

<https://get.adobe.com/reader/otherversions/>

### Application Guide

- I. General Information
- II. Skills Assessment
- III. Short Answer Essay Questions
- IV. Housing and Information Survey
- V. Personal Statement

### Application Instructions

1. Save the blank form to your computer.
2. Open the application and fill in all of the required sections.
3. Once complete, save.
4. Upload the document to your CUNYfirst application in the 'Additional Information - Community Semester' section.

**If you have any questions or concerns about this supplemental application, please feel free to contact us *at* (646) 313-8300 or email [unionsemester@slu.cuny.edu](mailto:unionsemester@slu.cuny.edu).**



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## I. GENERAL INFORMATION

First Name, Last Name: \_\_\_\_\_ EMPLID \_\_\_\_\_

Address: \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**1. Are you applying at the undergraduate or graduate level? If 'other' please describe.**

Undergraduate     Graduate     Other

**2. Which term are you applying to:**     Spring 20\_\_\_\_     Fall 20\_\_\_\_

**3. What are your career plans?**

**4. Have you or anyone in your family been involved with a labor union? If yes, please elaborate.**

**5. Please list and describe any extracurricular activities you participate in?**



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**6. Please list any volunteer or fieldwork experience you have had.**



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## II. SKILLS ASSESSMENT

Union Semester places students in a wide variety of work situations. To help our staff make the best placement for you and your host union, please fill out this survey. Our team will use your answers to these questions, along with other application materials, to determine your placement.

Assess your skills based on the following scale.

- 1-No Knowledge
- 2-Some Knowledge
- 3-Competent
- 4-Proficient
- 5-Excellent
- Not Applicable (N/A)

**EXAMPLE**

**Operating systems**

Windows     Mac     Linux

### 1. Working with a non-English speaking population

\_\_\_\_ Spanish

\_\_\_\_ Chinese

\_\_\_\_ English as a Second Language

\_\_\_\_ Other Language, please specify:

### 2. Computers and Internet

\_\_\_\_ Internet Research

\_\_\_\_ Database Management

\_\_\_\_ Website

\_\_\_\_ Graphics/Design

\_\_\_\_ Desktop Publishing

\_\_\_\_ Social Networking Media

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



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### 3. Communications and Research Skills

\_\_\_\_ Teaching (list subjects)

\_\_\_\_ Public Speaking

\_\_\_\_ Journalism

\_\_\_\_ Creative Writing

\_\_\_\_ Interviewing

Comments:

### 4. Campaign Activities

\_\_\_\_ Campaign Volunteer

\_\_\_\_ Voter Registration

\_\_\_\_ Designing Flyers

\_\_\_\_ Door-to-Door Canvassing

\_\_\_\_ Organizing Meetings

\_\_\_\_ Phone Banking

Comments:

### 5. Please check the areas of work that interest you as possible Union Semester placements (check all that apply):

\_\_\_\_ Research

\_\_\_\_ Political Action

\_\_\_\_ Member Education

\_\_\_\_ Public Policy

\_\_\_\_ Writing

\_\_\_\_ Union Organizing

\_\_\_\_ Community Organizing

\_\_\_\_ Communications/Media/PR

Comments:



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## III. SHORT ANSWER ESSAY QUESTIONS

*In addition to the personal statement you will submit separately, please answer the following four questions. We want to get to know you and the contributions you would make to the Union Semester program, your host organization, and the School of Labor and Urban Studies. Your answers to these questions should be no less than one paragraph and no more than three paragraphs each.*

**1. Describe your work style. What are you like as a student, as a co-worker, or as a teammate? What incredibly unique contributions do you think you could make to the organization where you will intern? Please include information about your study habits, your initiative, your capacity for staying motivated, your willingness to be flexible, etc. Please give some examples.**



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**2. What courses or prior experiences have prepared you for Union Semester? Describe how they will apply to the internship and coursework you will carry out as a part of the program.**



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**3. What skills do you hope to develop, or experiences do you hope to gain through your internship experience? What are your expectations of the internship experience?**



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**4. In almost every internship, there are challenges. These challenges can be related to interpersonal relationships, time management, language or communication, work quality, expectations, etc. Describe the most significant challenge you think you might face at your internship and three strategies you would use to overcome such a challenge.**



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## IV. HOUSING AND INFORMATION SURVEY

Do you need assistance securing housing in New York City?                      Yes                      No

**Please answer all the following questions.**

Union Semester will distribute a list of participants with phone numbers and e-mail addresses to all Union Semester students before the start of the program. **If you do NOT want to include your contact information on this list, please check this box:**

Have you taken any of the classes offered by Union Semester?                      Yes                      No

If yes, which class(es)?

How did you learn about Union Semester?

## V. PERSONAL STATEMENT

**Applicants must attach a personal statement to this application.** Please note, there is no specific topic or question for the personal statement because you are the best judge of what you should write. Write about something personal, relevant, and completely individual to you. This may include a significant aspect of your background, a quality or trait you believe defines your personal or professional goals, a transformative experience, or the things that interest and motivate you.