

PLAP 3370 Application

Purpose: The purpose of this course is to provide students with a broad understanding of the fundamental principles of modern American politics and government through periodic seminars and firsthand experience with the projects, programs and research conducted by the University of Virginia Center for Politics (The Center). The Center is a nonpartisan, interdisciplinary unit of the University of Virginia, dedicated to increasing civic and political knowledge and participation. By combining seminars and topical reading/writing assignments with event participation and work experience, students will become more familiar with important fundamentals of state and national politics and how these inform and are applied within contemporary political practices. Enrollment requires completion of this application which the instructor uses to make enrollment decisions.

In addition to class attendance, a minimum of three hours per week interning at the Center and/or Center-sponsored events is a requirement of the class. Note: Completing only minimum requirements is the key for PASSING the class, but it does not guarantee a high grade. PLAP 3370 is a regular University course and all provisions of the UVA Honor Code apply to the entire course, including logging of internship hours.

Assigned Readings and Texts:

Readings will be the basis of discussion for the class seminars and the final exam.

Writing Assignments

Each student will submit periodic essays (3-5 pages each) during the course of the semester related to the course readings and Center functions and/or other current political events. Each essay will reflect a central thesis, supported by course readings, seminar discussions and information from campaigns and candidates of the current election cycle. Each essay must reference at least one of the course readings from the period of the assignment and one external, political source.

Final Exam: A final exam will count for 25% of the course grade.

Attendance/Time Log: Time logs are retained by Center Office Manager. Students should make every effort to log times each day he or she completes internship hours at the Center. Students may NOT log seminar hours as part of the internship requirement.

Internship Projects/Assignments: A vital component of this course are the work hours, quality of your work, participation in the seminar sessions and completion of projects and assignments made by your internship supervisor at the Center for Politics. Each student's weekly schedule will be determined in conjunction with your Center for Politics' staff supervisor. Your supervisor will assist the instructor in providing an assessment of work performance at the end of class.

Events: Events sponsored by the Center for Politics that take place in Charlottesville are an integral part of the curriculum for the class, and each student is expected to attend and/or assist with each

University of Virginia
Center for Politics
PLAP 3370, Center for Politics Internship

UVA/Charlottesville event during the semester according to the scheduling arrangements you work out with your Center supervisor. Students may attendance of these events toward weekly hours.

Attire: The attire for all staff (including interns) of the Center for Politics is business. You are not expected to observe the dress code during seminar meetings unless you are also interning at the Center for Politics before or after regular Wednesday classes.

Grading: Final grades are determined as follows:

Essays	30%
Seminar Attendance/Participation	15%
Final Exam	25%
Project/Assignment Performance	30%

Application

Students completing internships during the fall semester receive course credit only if you are selected for enrollment in PLAP 3370. PLAP 3370 is conducted at the University of Virginia Center for Politics located at 465 Crestwood Drive so consider transportation options. University buses run along Massie Road (behind the baseball stadium) near the Miller Center. Massie Road is near the Center for Politics but is still a walk of about a quarter mile from the bus stop. University buses do not travel along Old Ivy Road or Crestwood Drive because of a low train trellis.

Often Center events and office functions involve food, whether at events or in the office itself. It is not necessary for you to do so on this application, but if selected for enrollment, please inform the instructor of any food allergies.

Please visit the Center for Politics websites for directions and more information about all the Center's departments and programs: www.centerforpolitics.org and www.youthleadership.net

Return the completed application via e-mail to the course instructor, Ken Stroupe, Chief of Staff and Associate Director of the Center for Politics at kstroupe@virginia.edu. Once completed applications are received, course enrollment decisions will be made on a rolling basis beginning May 1, 2016 until the course is full.

Application begins on the next page.

Application: Page One

Submit via e-mail to

Ken Stroupe kstroupe@virginia.edu or deliver to the attention of Ken Stroupe at the UVA Center for Politics, 465 Crestwood Drive, PO Box 400806, Charlottesville, VA 22904

University of Virginia
Center for Politics
PLAP 3370, Center for Politics Internship

Students completing internships during the fall semester receive course credit only if you are selected for enrollment in PLAP 3370. PLAP 3370 is conducted at the University of Virginia Center for Politics located at 465 Crestwood Drive so consider transportation options. University buses run along Massie Road (behind the baseball stadium) near the Miller Center. Massie Road is near the Center for Politics but is still a walk of about a quarter mile from the bus stop. University buses do not travel along Old Ivy Road or Crestwood Drive because of a low train trellis. Please visit the Center for Politics websites for directions and more information about all the Center's departments and programs: www.centerforpolitics.org and www.youthleadership.net

Return the completed application via e-mail to the course instructor, Ken Stroupe, Chief of Staff and Associate Director of the Center for Politics at kstroupe@virginia.edu. Once completed applications are received, course enrollment decisions will be made on a rolling basis beginning May 1 until the course is full.

Information about you:

Name: _____

Are you a UVA student? _____

If no, where are you enrolled? _____

Major/Course of Study as of date of submission of this application: _____

Expected Date of Graduation: _____

What is your overall GPA? GPA within your major (if declared):

Address during the semester during which your internship would occur:

Permanent Address: (if different from above)

Local Phone: _____ **Email:** _____

Emergency contact: _____

Application: Page Two

For the requested information below, you may attach additional pages as necessary.

Submit via e-mail to

Ken Stroupe kstroupe@virginia.edu or deliver to the attention of Ken Stroupe at the UVA Center for Politics, 465 Crestwood Drive, PO Box 400806, Charlottesville, VA 22904

List any political or governmental experience.

List any other political activities and/or politics courses that you have completed.

What specific days of the week and number of hours per week do you expect to be available if selected for an internship?

Part of the course requirements for PLAP 3370 is an internship (work experience) with the Center for Politics. Is there a preferred department or program at the Center for Politics or type of work that interests you? (Please review the Center's website at www.centerforpolitics.org for more information. (List your First and Second Choice) The instructor will attempt to place students selected for enrollment in one of the departments you select based on when your completed application is received; however, departments are small meaning no more than 3-5 students per department. All students selected for enrollment must have an assigned department, so the instructor will make final decisions based on overall workload and needs of the Center for Politics.

Writing is an essential component of the course and for interning at the Center for Politics. It is fundamental that staff on any contemporary American political campaign be capable of writing well. To assist in the evaluation of your application, please attach a concise essay of at least 500 words that:

- 1) introduces you;**
- 2) summarizes your participation in and/or study of American politics;**
- 3) explains why you are interested in an internship at the Center for Politics (beyond needing course credit, which – of itself – isn't a compelling reason for selection);**
- 4) how you expect to apply your interests/education in politics to your career; and**
- 5) displays your writing abilities.**

Submit via e-mail to

Ken Stroupe kstroupe@virginia.edu or deliver to the attention of Ken Stroupe at the UVA Center for Politics, 465 Crestwood Drive, PO Box 400806, Charlottesville, VA 22904