Program Description:
The College of Engineering Summer High School Internship Program in partnership with Hawai`i P-20, invites all qualified high school juniors (current juniors going into their senior year) to explore this unique opportunity of experiencing a higher level of academics at the University of Hawai`i at Mānoa. Students will engage in hands-on engineering projects and/or assist college undergraduates, researchers, and professors with their research in state-of-the-art facilities. A faculty mentor and their graduate student/s working with them in their lab will be assigned to each intern to facilitate various research tasks based on their Engineering interest.

Objectives and Goals:
- The major objective of the High School Internship Program is to bring awareness to high school students who are interested in pursuing a career in the field of engineering.
- This program was established with the belief that students become more involved when they actively participate in research and hands-on projects.
- To support the successful transition from high school to college by providing opportunities to engage with faculty in a college setting. As such, priority will be given to students whose first choice is the University of Hawai`i at Mānoa, College of Engineering and who express a real interest in Engineering.

Roles of Engineer Faculty and Student Mentors:
An engineering faculty member will be assigned to each intern. Graduate student and/or undergraduate student mentors may also be assigned to an intern in lieu of a faculty member. Faculty and engineering student mentors will take the role as facilitators and answer any questions interns may have regarding the lab they are assigned to.

Expectations of Interns:
The internship will run through a six-week period, dates currently being determined. Lab hours will be determined in coordination with their faculty and/or graduate student mentors. Interns work on average 10-20 hours a week in the labs. Additionally, students will also participate in outside of activities, such as industry site visits, basics in engineering workshops, talk story with professional engineers, and opportunities to connect with other students.

Please note that this is a rigorous and competitive program. Students who are selected must be committed 100%. This means that should students plan to take summer school or have plans to travel for competition or vacation, need to make a choice, as they will not be able to do both nor will they be able to miss any portion of the program as there are no “make-up days”. This is especially important the last week of the program as students are working together to create their presentation for their families and guests for the final reception day of the program. Any student, who is selected and does not make their lab or scheduled activities, will be dismissed from the program in order for another student, who may be on the waiting list, to take their place.

Interns will be placed in a lab based on the students’ Engineering interests and academic skills, as closely as possible. However, please note that a students’ first choice, may not always be granted as we have a limited number of spots in each of the labs and labs are based on faculty availability. Students are expected to complete an established number of internship lab hours (varies per lab), be on time, complete various tasks in research laboratories, complete
assignments and participate in the internship program sponsored activities. Interns will be expected to meet all deadlines, turn in all required documents, and keep a daily log of their lab activities. At the end of the internship, students will take part in an end of program reception to showcase what they have learned and experienced to faculty and student mentors, counselors, principals, parents and fellow interns.

**Application Procedures:**

Applications and required documents must be received no later than Friday, April 28, 2017. Any applications received with a postmark later than the given date will automatically be rejected. Applications will be reviewed and students who are selected will be contacted no later than the week of May 1st, unless otherwise notified. All accepted interns are required to have a parent or guardian complete and sign a Release, Waiver of Liability and Indemnity Agreement.

Applications must include:
- Fully completed and signed internship application form
- Two completed applicant essays (topics specified in application)
- Two letters of recommendation
- Official high school transcripts

**Acceptance Notification:**

Please allow 1-2 weeks for the review process as the committee receives a large number of applications that we review and consider for acceptance. Once we have selected the interns, notification letters will be mailed out, to those that have been accepted and to those that we were not able to accept. **We anticipate notifying students by Friday, May 12**th, **pending availability of the selection committee.**

**If you are a student that has been accepted,** you will receive the following:
- Acceptance letter
- Intent form – this must be signed and returned by the designated deadline to us confirming your participation. Those that decline their internship will allow those on the wait list to be accepted.
- $300 Registration/Administration fee. Your letter of acceptance will outline the details of how to submit this payment. **Students who are in need of financial assistance, may submit a 3rd essay in response to prompt 3 to receive a reduced or complete registration fee. Neighbor island students may be eligible for reimbursement on their round trip ticket to participate in the internship, need to complete supplemental essay #3 prompt as well and/ or state it in your financial waiver request for the $300.**

Please submit **five sets** of the application requirements.
(This does not need to include letters of recommendation and official high school transcripts since those may be submitted directly or in sealed envelopes).

If you have any questions about the High School Internship Program please contact Myhraliza Aala at the College of Engineering at 956-0776 or email maala@hawaii.edu.
Type or print clearly. Illegible applications will be rejected.

Section I. Personal Information

Name: __________________________ Email Address*: ________________________________

*Please include an email address that you check often because all important reminders and information will be sent through email. If you do not have access to email, please indicate so.

Street Address: ________________________________________________________________

City/State/Zip: _________________________________________________________________

Home Phone Number: __________________________ Cell Phone Number: __________________________

Place of Birth: __________________________ Date of Birth: __________________________

Gender: □ Male □ Female

U.S. citizen? □ Yes □ No

Parent/Guardian Name(s): _______________________________________________________

Section II. Emergency Contact Information

Name 1: __________________________ Relationship: ________________________________

Street Address: ________________________________________________________________

City/State/Zip: _________________________________________________________________

Home Phone: __________________________ Work Phone: __________________________

Name 2: __________________________ Relationship: ________________________________

Street Address: ________________________________________________________________

City/State/Zip: _________________________________________________________________

Home Phone: __________________________ Work Phone: __________________________

Section III. Educational Background

High School: __________________________ School Phone Number: __________________________

High School Address: ________________________________________________________________

City, State, Zip: __________________________

Official Classification (please check): ___ Junior ___ Other (please specify): ______________

Do you receive free/reduced lunch at your school? □ Yes □ No

Principal: __________________________ Counselor: __________________________
PSAT or SAT or ACT Scores (if taken):

Classes currently enrolled for this academic year:

What other majors are you considering?:

**Section IV. Accomplishments** (You may use a separate sheet of paper if you need more room)

List awards you have received:

Describe any public service or community activities you participate in:

What are your professional aspirations?

**Section V. Areas of Interest**

I am interested in:

☐ Civil & Environmental  ☐ Computer  ☐ Electrical  ☐ Mechanical  ☐ All

In order of priority, please indicate (from 1 to 5; 1 = first choice) your five major areas of interest.  **Please note that participating labs in the internship program are subject to change and availability.**


- Animal Tracking & Monitoring Lab
- Environmental Engineering Water Chemistry Lab
- Advanced Technologies for Space Explorations
- Battery Pack Monitoring Lab
- Big Data Lab
- Environmental Microbiology Lab
- Micro-scale Thermal Engineering Lab
- Nanotechnology Lab
- Manufacturing Processing Lab
- Structural Engineering Lab
- Transportation Lab
- HSFL & NASA Epscor Lab
- Other:

**Section VI. College of Interest:**

I plan to apply to the following college campus/es, in the order of preference:

1. 

2. 

3. 

4. 
Section VII. Essays (THESE WILL BE UPDATED)
Each essay must be typed (12 pt. font) and not longer than two pages, double-spaced, printed front-to-back.

- Essay #1: Pursuing an Engineering career involves not only skills in math and science, but soft skills, like communication, leadership, and interpersonal relationships. Keeping both academics and soft skills in mind, why do you want to become an Engineer? What skill sets do you bring to the table that would enable you to be a successful engineer and what skills are you hoping to learn that would enhance your ability to thrive as a professional Engineer?

- Essay #2: Internships provide a number of opportunities for students who participate in such programs. What type of opportunity are you hoping to receive if you are selected as part of this internship program? Please share with the committee, in detail, how you believe this internship will benefit your learning experience as a future engineer; and in turn, share with us how you can be a contributing member of this internship program - in other words, why should the selection committee choose you among other qualified students?

- Essay #3 (Supplemental only for those requesting a waiver AND not part of free and reduced lunch program): Please tell us why you should be awarded a partial or full scholarship to participate in the internship program

Section VII. Letters of Recommendation
Please provide two letters of recommendation from teachers or counselors or coaches. Letters of recommendation should include specific incidents or situations as examples demonstrating the student’s integrity, honesty, dedication, etc. Letters should also address the following question: What do you think the student will contribute to this program?

Section IX. High School Transcripts
Please provide official high school transcripts.

Section X. Certification
I hereby certify that all the information provided in this application is accurate. Applications that are not signed by both the applicant and parent/guardian will automatically be rejected.

Applicant’s Signature Date

Parent/Guardian’s Signature Date

Please submit four sets of the application requirements. (This does not need to include letters of recommendation and official high school transcripts since those may be submitted directly or in sealed envelopes).

APPLICATION AND ALL REQUIRED DOCUMENTS MUST BE POSTMARKED BY:
Friday, April 28, 2017
Please send application and related documents to:
High School Internship Program
Attn: Myhraliza Aala
University of Hawai‘i at Mānoa, College of Engineering
2540 Dole Street, Holmes 203, Honolulu, HI 96822

5 Revised 01/10/2013