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A N D I N F O R M A T I O N
P A C K E T

Application also available at: www.aya.yale.edu/cssf

WELCOME TO YACSF!

- ABOUT THE PROGRAM, VERY IMPORTANT, PLEASE READ CAREFULLY-

The Association of Yale Alumni Community Service Summer Fellowship program was initiated in the fall of 1989 to provide students with the opportunity to immerse themselves in full time, community service work during the summer months. The Fellowship places undergraduate and graduate/professional students in paid eight-week, community service positions in cities domestically and overseas. Since its inception, over four hundred students have taken part in the program. Current undergraduate and graduate/professional students who are not in their final year of study are eligible to apply.

The program is coordinated in partnership with the clubs/associations, which are responsible for selecting a non-profit direct service work agency, providing housing for the Fellow and contributing the funds for the \$2800 stipend attached to each Fellowship. The Yale Alumni Community Service Fellowship Program is also supported by the generosity of several Yale College Classes and individuals. The program provides the opportunity to spend a meaningful summer aiding others in need and offers enriching interaction with Yale alumni.

*Housing provisions may be made in a variety of ways: by placing a Fellow with a Yale affiliated family, housing the Fellow at the work site, or in some cases – with other interns off site. As representatives of the program and the University, Fellows are expected to conduct themselves in a responsible manner, to be considerate and respectful of their hosts. While those Fellows living with families or on-site may have the opportunity to be included in meals, it should not be expected and the Fellow is responsible for all personal expenses incurred.

APPLICATION PROCESS:

- Applications are available at Rose Alumni House, 232 York Street from 8:30 a.m. - 5:00 p.m., Monday through Friday. ALL applications are **due at Rose Alumni House on Friday, January 25, 2008 by 5:00 p.m. No applications will be accepted after this time.**
- Two complete copies of the application form and essay questions are required. Please do not use staples. You do not need to return the Student Information sheets or Essay Questions sheet.
- Please reply promptly to interview requests. Interviews will take place during January and February. (Please note that some applicants may be called for a second interview before others are called for a first; also, some applicants may receive a final decision before others. This is due to the volume of applications and the rigors of scheduling. We ask for your patience with this process.)
- References will be checked before final decisions are made. We ask for your patience with the interview and selection process.
- Descriptions of sites will be available online as soon as we receive them.
- An unofficial transcript is required.
- Fellows will be selected and notified in early March.
- Once a student is offered a Fellowship, he/she will have 72 hours accept or deny. **Our hope is that you have thoroughly researched this opportunity as an option for the summer and that by doing so, you will be prepared to make a decision when you are selected.**

REQUIREMENTS – SPRING:

- Contact the Yale Club Coordinator and the Site Supervisor as early as possible to introduce yourself. Communicate with your Site Supervisor to finalize starting dates, job responsibilities, etc. In order to ensure a successful experience, it is important that you establish contact early on and coordinate the details of the Fellowship.
- Following the completion of the selection process, attend an informal lunch or dinner to meet other Fellows.
- Attend a training retreat, which will be held *after* spring break.
- Clarify housing arrangements with the Yale Club Coordinator. *It is the Fellow's responsibility to discuss any allergies, dietary or any other type of restrictions you may have.*
- Begin the journal by writing expectations of the summer project. The journal is private and does not need to be submitted after your fellowship.

REQUIREMENTS - DURING THE FELLOWSHIP:

- Participate for your full eight to ten weeks and continue the journal.
- Contact the Club Coordinator, Class Secretary (if you are a Named Fellow), and/or members of the Yale Club/Association throughout your Fellowship period.
- Contact the AYA throughout your Fellowship period. (via postcards, e-mail or telephone).
- Arrange a time to make a presentation to members of the local Yale Club; make yourself available to attend Club functions/events.
- Invite the Club/Association Coordinator and/or Club/Association members to the project site.
- Advocate the continuation of the program by talking to Yale Club/Association members about your experiences.
- Help plan for the continuity of the AYA Community Service Summer Fellowship Program in the city of this year's project.
- Determine whether your site would be open to having a student work there again.

REQUIREMENTS - AFTER THE FELLOWSHIP:

- Submit two copies of the project report by **Friday, September 5, 2008** to the Student Programs Coordinator at the AYA. Report guidelines will be distributed at the spring training workshop. Mail copies of your project report to the Yale Club/Association Coordinator, the Site Supervisor and Class Secretary (if you are a Named Fellow).
- Meet with the Student Programs Coordinator to discuss the summer's experience.
- Participate in a fall gathering for all Fellows to be held in September 2008.
- Assist in the administrative and marketing work of the Fellowship as requested and help recruit students for the 2009 program.
- Fellows will be invited to attend events throughout the year hosted by the AYA, sponsoring Club/Association or sponsoring Class, *if you accept a fellowship you will be required to attend events and help with promoting and educating Yale about the YACSF.*

QUESTIONS? PLEASE CONTACT:

Allison M. Biele, Assistant Director of Student Programs - E-mail: allison.biele@yale.edu, 436-8012

OR

Donna Roberts, Administrative Assistant - Email: donna.roberts@yale.edu, 432-1944

2008 YALE ALUMNI COMMUNITY SERVICE FELLOWSHIP STUDENT APPLICATION

DEADLINE: FRIDAY, JANUARY 25, 2008 at 5:00 p.m.

APPLICATION INSTRUCTIONS: 1) Fill this page completely - please print or type clearly. 2) Answer the essay questions (attached) on no more than three pages; put your name on top right hand corner of each page. 3) Attach a current resume to your application form. 4) Bring TWO complete sets - use paper clips, (please do not use staples) of your application to Rose Alumni House, 232 York Street. You DO NOT need to return the Student Information or Essay Questions pages.

First Name Middle Last Name

Female Male

Preferred Name/Nickname

Class/Year Residential College/School Major/Area of Specialty-Degree Program

Country of Citizenship

E-mail Address Date of Birth

Local/Yale PO Mailing Address: Permanent/Home Address:

Telephone: Telephone:

Are you proficient in a language other than English? Yes No If so, which language (s)

Level of Proficiency (circle choice): Conversational Fluent Intermediate Read Read/Write Write Other

Have you applied to the YACSF program before? Yes No Do you have a valid U.S. Driver's License? Yes No

Please provide non-student, on-campus reference. First year students may list a recent off-campus reference:

Name E-Mail Telephone

Relationship to you How did you learn about the YACSF Program?

2008 YALE ALUMNI COMMUNITY SERVICE FELLOWSHIP APPLICATION QUESTIONS

On a separate sheet of paper (three pages maximum), please answer the following questions in order:

1. Describe your understanding of community service.
2. Have you participated in any service or social awareness activities at Yale or elsewhere? If yes, please describe.
3. Why do you want to participate in the Community Service Summer Fellowship Program? What is your understanding of the Fellowship goals and responsibilities?
4. What have been your most significant non-academic activities?
5. What courses have you taken that might be relevant to community service work and why?
6. Have you taken any time away from school? If so, what did you do during this time?
 - A. Between high school and college
 - B. During college
 - C. Between college and graduate school
7. Do you anticipate any difficulties arising from your participation in this program (e.g. financial, lack of experience, family considerations etc.?)
8. Select one item below which describes you and in no more than two paragraphs, please comment:
 - Ability to take initiative
 - Ability to adapt to many different kinds of situations
 - A strong sense of commitment and responsibility
 - Strong verbal communication skills
 - Strong written communication skills
 - Ability to interact with all types of people
 - A strong level of persistence
9. Is there any other information about you that we should know? If so, please explain.