**Internship Budget and Funding Request – Summer 2023**

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| --- | --- | --- | --- | --- |
| **Budget to be completed, initialed, and signed BY STUDENT via DocuSign  at final meeting with Internship Program staff.**   * *Student should be able to provide amounts for estimated expenses and show that they are less than, or equal, to the funding level specified for their experience and location.* * *The internship grant amount will be adjusted to reflect student’s EFC and estimated payment from the internship site. Contributions from other sources, such as EPG or Bonner, are incorporated into the grant amount shown and disbursed by the Internship Office. Students interning with sites that have existing affiliation agreements, such as Vanderbilt, will be funded accordingly.* | | | | |
| **Name:**  **ID#:**  **Site city/state:**  **Start/End Dates:** |  | *Please read and initial each statement.*  \_\_\_\_ I understand that failure to disclose relevant information or misrepresentation of expenses may result in loss of funding.  \_\_\_\_ I understand that my student account must have a ZERO BALANCE by the end of the spring term, in order to receive internship funding. *(Contact Financial Aid for possible assistance if needed.)*  \_\_\_\_ I understand that payments will be made as direct deposits to my bank account by the dates shown below and that the funds should be used for costs related to the internship, as specified in my budget.  \_\_\_\_ I understand that I am responsible for budgeting my funds, and that I should have some personal funds available  to cover any unexpected expenses, or if my costs  exceed the funding awarded.  \_\_\_\_ I understand that voluntary or involuntary withdrawal from the internship, or a grade of D or F, could require that some, or all, funds be repaid.  \_\_\_\_I understand that charges related to enrollment in a summer course will be placed on my student account by the College, and I am responsible for paying those fees.  International Students: \_\_\_\_ I understand that as an international student, I may have a deduction of 14% for taxes if required by my country, and that I need to have additional personal funds to offset those deductions. | | |
| **Expenses to Consider When Budgeting** | **Estimate** |
| **Roundtrip Transportation/** |  |
| **Commuting/** |  |
| **Housing/** |  |
| **Food** |  |
| **Personal Expenses** |  |
| **BC Fees for Summer Course Enrollment**  *(approximately $110)* |  |
| **BC Health Insurance**  *(approximately $100, if applicable)* |  |
| ***Estimated Total Expenses*** |  |
|  | |
| **To be completed by Office of Internships** | | | Amount | Date |
| Expense Level/ |  |  |  |  |
| Minus Adjustments for Other Resources |  |  |  |  |
| - EFC |  |  |  |  |
| - Employer Payment: |  |  |  |  |
| - Other Adjustment: |  |  |  |  |
| **Total Direct Deposit (from Internships)** |  |  |  |  |
| ***If eligible, student will receive an additional $800-$1,000 in mid-August to be used toward Fall/Spring term expenses.*** | | | | |
| **STUDENT SIGNATURE: DATE:** | | | | |