



OTSEGO COUNTY CHAMBER OF COMMERCE 2019 INTERN OF THE YEAR AWARD

Eligibility:

- Must be nominated by a member business of the Otsego County Chamber.
- Nominated students must have been registered for one or more of their work terms between September 1st of the previous year and August 31st of the nominating year.
- Nominated students must be a junior or senior and enrolled at Hartwick College or the State University of New York (SUNY), College at Oneonta.

Award:

- The award recognizes outstanding achievement in, and contribution to, local and regional internships.
- Two students, one each from Hartwick and SUNY Oneonta will be selected.
- The business and the student intern will be honored and receive a recognition certificate at the Annual Otsego County Chamber Small Business Banquet to be held at the Otesaga Hotel in November 21, 2019.

Additional Information:

- We request that each member business nominate only one individual for the award.
- The awards committee reserves the right to determine award eligibility.
- If you have a question about eligibility, please contact Barbara Ann Heegan.

Nomination Pack Must Include:

- **Application Form (page 2)**
- **Student Resume**
- **Member Business Support Statement**

Member Business Support/Site Sponsor Statement:

One page double-spaced executive summary briefly discussing the following:

- The student's work-related duties, quantity and quality of work
- Examples of how the student was challenged during their internship
- Any published papers, presentation or other formal presentation of their work (Do not include, just discuss)
- Any recognition or awards from the organization
- The student's involvement in the community
- The student's involvement in improving the organization's internship program
- The overall impact of this student on the organization at large
- Any other pertinent information to support the nomination

Process:

Deadline: Friday, November 1, 2019: Completed nomination packet must be received by this date.

- **Early November:** Interns of the Year will be selected and site sponsors will be notified
- **Thursday, November 21, 2019:** Otsego County Small Business Banquet at Otesaga Hotel in Cooperstown, honoring of 2019 Interns of the Year

Send completed Nomination Packet to:

Barbara Ann Heegan, Otsego County Chamber of Commerce, PO Box 18, Oneonta, NY 13820

or eMail to: baheegan@otsgocc.com

OTSEGO COUNTY CHAMBER

2019 INTERN OF THE YEAR AWARD APPLICATION

Date: _____

Award Applying For: ____ Hartwick College Intern of the Year ____ SUNY Oneonta Intern of the Year

Student Nominee Name: _____

Local Address: _____

Permanent Address: _____

Email: _____

Local Phone Number: _____ Permanent Phone Number: _____

Student Major: _____ Cumulative GPA: _____

Member Business Nomination Contact Information

Member Business Name /Department: _____

Address: _____

Intern Supervisor _____ Job Title: _____

Email: _____ Phone Number: _____

Number of Internship Terms Completed:

Please list the company name and dates of all Co-Op/Internship terms completed in reverse chronological order:

Business/Org: _____ Internship: ____/____ to ____/____ (MM/YY)

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