

URBAN PUBLIC POLICY FELLOWSHIP (UPPF) PROGRAM

**Fall 2012 - Spring 2013
APPLICATION**

The Urban Public Policy Fellowship Program exposes undergraduate students from historically underrepresented groups to key public policy issues and civic, nonprofit, and government institutions and agencies that address major public policy issues. The UPPF program is administered by the Institute for Policy & Civic Engagement (IPCE) in partnership with the African American Academic Network (AAAN) and the Latin American Recruitment and Educational Services program (LARES). A detailed description of the program is available online at: <http://www.uic.edu/cuppa/ipce/fellows.shtml>

Fellows are required to commit a total of **10** hours per week to the UPPF program, **8** of which will be at an internship site during the fall semester and **5** hours during the spring semester. Participants of the UPPF program are hired as employees of IPCE and will be paid **up to \$4,000.00** for satisfactory completion of program requirements. The program is expected to begin the week of **Monday, August 13, 2012**.

2012-2013 UPPF Program Eligibility:

- U.S. Citizens or eligible noncitizens as defined by FAFSA. For more information regarding eligible noncitizens, refer to this link: <http://www.fafsa4caster.ed.gov/F4CApp/index/faq003.jsf>
- Applicant must have earned a minimum of 45 credit hours (transfer students must have earned a minimum of 12 credit hours at UIC) at the time the application is submitted.
- Applicant must be registered as a full-time student for the fall 2012 & spring 2013 semesters.
- Applicant must be in good academic standing with a recommended current cumulative minimum GPA of a 2.75 on a scale of 4.0.
- Undergraduate students from any majors in any college are eligible to apply. However, this program is likely to appeal to students with interests in criminal justice, education, law, political science, psychology, sociology, communications, public health, social work, and urban planning.
- Past participants who have completed the UPPF Program are **not** eligible to reapply.
- Must be available to attend mandatory Friday 3-5pm seminar sessions (list of 2012-2013 seminar dates is attached on page 7).

Required documentation:

1. Application (MUST be typed)
2. A letter of recommendation is highly recommended but not required.
3. Personal statement (MUST be typed)

Important Dates:

- Informational Sessions: Wednesday, February 22 & Wednesday, February 29, 2012
- Application deadline: Friday, May 11, 2012
- Notification of Acceptance: Friday, June 15, 2012
- Mandatory Orientation: Monday, August 13, 2012
- Program Begins: Week of Monday, August 13, 2012
- Program Ends: Friday, April 26, 2013

Priority will be given to those students who have an expressed interest in public policy. Selection is based on policy interest, academic record, and leadership.

For fullest consideration, applications **must** be submitted and sent electronically to uppf@uic.edu by **11:59 p.m., Friday, May 11, 2012**. Any application that is not typed and/or missing any supporting documents will not be considered.

UPPF PROGRAM APPLICATION

Fall 2012 – Spring 2013

PERSONAL INFORMATION:

Name: _____ UIN: _____

Address:* _____ City: _____

Zip Code: _____

UIC E-mail:** _____ Preferred E-mail: _____

Phone: _____

* Please provide **current** mailing address.

** Your UIC email will be used for UPPF Program communication with you.

Gender: ___ Female ___ Male

Race/Ethnicity: You may check more than one.

___ African American / Black

___ Asian

___ Caucasian

___ Mexican

___ Puerto Rican

___ Other Latino (specify) _____

___ Native American

___ Other (specify) _____

EDUCATIONAL INFORMATION:

High school attended (Name, City, State) _____

List with dates all other post-secondary institutions where you have been enrolled

Classification:

___ Sophomore (min. 30 hrs completed) ___ Junior (min. 60 hrs completed)

___ Senior (min. 90 hrs completed)

Total hours of coursework completed: _____

Intended major _____ GPA _____ (cumulative)

Expected date of graduation _____

SERVICE AND ACTIVITY INFORMATION:

Please fully complete this section. The information provided in this section will be considered during the selection process. List participation in campus events, organizations, and leadership positions held with UIC student groups:

Dates (MM/YY)	Name of Organization/Event	Leadership Position
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COMMUNITY AND OTHER VOLUNTEER ACTIVITIES:

Dates (MM/YY)	Organization/Event	Leadership Position
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WORK EXPERIENCE:

Dates (MM/YY)	Site	Position
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POLICY INTEREST:

Please select your top three policy interests. Be sure to rank your top three choices in order of importance (i.e. **1, 2, and 3** with **1** being your top choice).

- | | |
|----------------------------------|------------------------|
| _____ Community Development | _____ Education |
| _____ Politics/Public Service | _____ Crime Prevention |
| _____ Social Justice | _____ Media/Arts |
| _____ Environment/Sustainability | _____ Housing |
| _____ Health | _____ Other: _____ |

From the interests listed above, briefly describe **at least two** policy issues in the area(s) in which you feel most strongly. This information will allow us to closely match you with an internship site upon acceptance into the UPPF Program.

- Examples of Policy Issues:**
- Education Reform**
 - Affordable Housing**
 - Campaign Finance Reform**
 - Public Transit Funding/Service**
 - Health Disparities**
 - Environmental Sustainability**

Policy Issue:

Policy Issue:

PERSONAL STATEMENT:

Please include a statement detailing how the Urban Public Policy Fellowship Program is related to your academic and career goals. This statement is one of the most important components of the application and is equivalent to an interview.

Your personal statement **should** include the following:

- An expansion of one of the public policy issues mentioned above specifically, what motivates your interest in the policy issue.
- Involvement in community and/or UIC campus activities
- Your personal and professional goals
- Why you believe you are an excellent candidate for the program

The essay should be one to two doubled-spaced typed pages. Please do not exceed two pages. Submit your personal statement along with your completed application form to uppf@uic.edu.

HOW TO SUBMIT APPLICATION:

FOR FULLEST CONSIDERATION:

Applications must be submitted and received electronically via email at uppf@uic.edu by 11:59 pm, Friday, May 11, 2012. Please be sure to include your name on the personal statement you submit. Any application that is not typed and/or missing any supporting documents will not be considered. A confirmation email upon receipt of your application will be sent to your UIC email account within 48 hours.

For more information about the program or to download the application, please visit our website at: www.ipce.uic.edu

REMINDER:

Instructions for application submission:

1. Download application from www.ipce.uic.edu and save.
2. Complete application per instructions outlined in the application.
3. Re-save application as PDF and name it: Lastname_Firstname_App.
(Example: **SMITH_JANE_App**)
4. Save personal statement as a MS Word file or PDF and name it:
Lastname_Firstname_PersonalStatement.(Example: **SMITH_JANE_PersonalStatement**)
5. Send completed application and personal statement (as attachments) via email: uppf@uic.edu.
6. You will receive a confirmation e-mail message within 48 hours.

UPPF Orientation, Seminar Dates, & Poster Presentation

UPPF Spring 2012 Class orientation:

Monday, August 13, 2012

UPPF Seminars:

Friday, 3-5pm, August 31, 2012
Friday, 3-5pm, September 21, 2012
Friday, 3-5pm, October 12, 2012
Friday, 3-5pm, November 9, 2012
Friday, 3-5pm, December 7, 2012
Fridays, 3-5pm, January 11, 18, & 25, 2013
Fridays, 3-5pm, February 1, 8, 15 & 22, 2013
Fridays, 3-5pm, March 1, 8, 15, & 22 2013
Spring Break (March 25-29 2013/no seminar)
Fridays, 3-5pm, April 5, 12, 19 & 26 2013

UPPF Poster Presentation:

TBD: April 2013

UPPF Closing Reception:

Friday, April 26, 2013

Attendance is mandatory.