
BASIC INFORMATION (ALL FIELDS ARE REQUIRED)

NAME

PERMANENT ADDRESS

.....

CURRENT MAILING ADDRESS

.....

E-MAIL

PHONE

DO YOU REQUIRE J-1 VISA SPONSORSHIP?

EDUCATION

COLLEGE/UNIVERSITY

MAJOR

MINOR

G.P.A. OR EQUIVALENT

DATES OF ATTENDANCE

GRADUATE SCHOOL

COURSE/MAJOR

THESIS TOPIC

DATES OF ATTENDANCE

INTERNSHIP PREFERENCES

In which cycle do you want to start?

- SPRING (JANUARY 15–APRIL 15) FALL (SEPTEMBER 15–DECEMBER 15)
 SUMMER (JUNE 1–AUGUST 15)

*Start/end dates vary slightly from year to year.

Please number, in order of preference, up to three positions in which you are interested.

A list of department descriptions is available at guggenheim.org/internships.

- | | |
|--|---|
| <input type="checkbox"/> ABU DHABI PROJECT, ARCHITECTURE AND EXHIBITION DESIGN | <input type="checkbox"/> FACILITIES AND OFFICE SERVICES |
| <input type="checkbox"/> ABU DHABI PROJECT, CURATORIAL | <input type="checkbox"/> FINANCE |
| <input type="checkbox"/> ART SERVICES AND PREPARATIONS | <input type="checkbox"/> GLOBAL COMMUNICATIONS |
| <input type="checkbox"/> BUSINESS DEVELOPMENT | <input type="checkbox"/> GRAPHIC DESIGN |
| <input type="checkbox"/> CONSERVATION | <input type="checkbox"/> HUMAN RESOURCES |
| <input type="checkbox"/> CURATORIAL | <input type="checkbox"/> INFORMATION TECHNOLOGY |
| <input type="checkbox"/> CURATORIAL, ASIAN ART | <input type="checkbox"/> INTERACTIVE |
| <input type="checkbox"/> DEVELOPMENT (CORPORATE, INDIVIDUAL: MAJOR GIFTS; INDIVIDUAL: MEMBERSHIP, INSTITUTIONAL, OPERATIONS, SPECIAL EVENTS) | <input type="checkbox"/> LEGAL |
| <input type="checkbox"/> DIRECTOR'S OFFICE | <input type="checkbox"/> LIBRARY AND ARCHIVES |
| <input type="checkbox"/> EDUCATION (ADULT AND ACCESS PROGRAMS; PUBLIC PROGRAMS; SCHOOL, YOUTH, AND FAMILY PROGRAMS) | <input type="checkbox"/> MARKETING |
| <input type="checkbox"/> EXHIBITION DESIGN | <input type="checkbox"/> MEDIA AND PUBLIC RELATIONS |
| <input type="checkbox"/> EXHIBITION MANAGEMENT | <input type="checkbox"/> PHOTOGRAPHY |
| | <input type="checkbox"/> PUBLISHING AND DIGITAL MEDIA |
| | <input type="checkbox"/> REGISTRAR |
| | <input type="checkbox"/> RETAIL BUSINESS AND E-COMMERCE |
| | <input type="checkbox"/> VISITOR SERVICES |

How did you learn about this program?

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ADDITIONAL MATERIALS

1. COVER LETTER

Please explain your interest in the Solomon R. Guggenheim Museum, the Internship Program, and the departments you have ranked above. Briefly state your goals and objectives in obtaining this internship and how this experience may inform your career plans or interests.

2. RESUME

Please include internship and work experiences, a list of relevant academic courses, and computer and language skills.

3. TWO LETTERS OF RECOMMENDATION

Please provide two academic or professional references, either included in your application packet or mailed to us separately. If mailed separately, please include the names and contact information of these references in your application.

4. WRITING SAMPLE

Please include a three- to five-page writing sample that demonstrates your research and composition skills. An excerpt from a recent academic paper is acceptable. If you are applying to a design-related department (i.e. Architecture, Exhibition, and/or Graphic Design), please submit a design portfolio or small visual sample of your work.

MAILING INSTRUCTIONS

Please mail your application to:

SOLOMON R. GUGGENHEIM MUSEUM
INTERNSHIP PROGRAM
1071 FIFTH AVENUE
NEW YORK, NY 10128-0173

Please do not use paper clips, staples, or folders in your application.

GUGGENHEIM