



GAC Internship Co-op Program in Graphic Arts Industry

A successful Internship/Co-op placement is one in which both the employer and the student gain from their working relationship.

The GAC Internship/Co-op Program is open to college/university students or non-high school age adults interested in pursuing a career in the graphic arts industry.

The Program is intended to connect qualified students throughout the year with businesses in the graphic arts industry in the Northeast Ohio area. The internships or co-ops are sponsored by printers, advertising agencies, design studios, photography studios and paper companies.

The Program will promote:

- Job opportunities in the graphic arts industry in Northeast Ohio.
- Strengthen and keep Northeast Ohio's graphic talent pool in Northeast Ohio.
- Generate interest in the graphic arts industry as a career choice.
- Assist GAC Scholarship recipients with on-the-job training and experience.
- Bring the Scholarship Program to the attention of additional businesses.
- The purpose of an Internship/Co-op is to place a current student into a real world work environment before graduation. This allows the student to work with professionals in a professional environment while in school.

Students inquiring about the program please contact the GAC Office and request the Internship/Co-op Application/Questionnaire. Complete the application and return it to the GAC Office. Acting as a liaison, the GAC will review the applications and make matches for interviews with the prospective intern and businesses, based on qualifications.

Businesses inquiring about the program please contact the GAC Office and request the Business Needs Questionnaire. Complete the questionnaire including the Intern Order Form and return it to the GAC Office. Acting as a liaison, the GAC will review the applications and make matches for interviews with the prospective interns, based on qualifications.

Businesses Form Requirements

Businesses inquiring about the program please contact the GAC Office and request the Business Needs Questionnaire. Complete the questionnaire including the Intern Order Form and return it to the GAC Office. Acting as a liaison, the GAC will review the applications and make matches for interviews with the prospective interns, based on qualifications.

Please Print or Type:

Business: _____ Date: _____

Contact: _____ Phone: _____

Address: _____ FAX: _____

_____ Email: _____

Description of Business: _____

Internship(s) or Co-op Position(s) (Please circle to indicate your type of job)

Job Title: _____ Job Title: _____

Number of Internships: _____ Number of Internships: _____

Description of Job Duties/Responsibilities: _____ Description of Job Duties/Responsibilities: _____

Qualifications Required: _____ Qualifications Required: _____

Supervisor: _____ Supervisor: _____

Duration: _____ Duration: _____

Full Time: _____ Flex Time: _____ Part Time: _____ Full Time: _____ Flex Time: _____ Part Time: _____

Paid per hour: \$ _____ Paid per hour: \$ _____

Tuition Reimbursement: _____ Tuition Reimbursement: _____

Other Provisions: _____ Other Provisions: _____

Other Conditions: _____ Other Conditions: _____

Application Deadline: _____ Application Deadline: _____

Application Procedures: _____ Application Procedures: _____

Evaluation Process: _____ Evaluation Process: _____

Internship/Co-op Application

Students inquiring about the program please contact the GAC Office and request the Internship/Co-op Application/Questionnaire. Complete the application and return it to the GAC Office. The Graphic Arts Council, P.O. Box 253, Cleveland, Ohio 44017. Acting as a liaison, the GAC will review the applications and make matches for interviews with the prospective intern and businesses, based on qualifications.

Please Print or Type:

Name: _____ Date: _____

College: _____ Year in School: _____

Major: _____ GAC Scholarship Recipient: _____

Areas of Concentration: _____ Anticipated Graduation Date: _____

Extra curricular activities related to major: _____ Phone: _____

_____ FAX: _____

Address: _____ Email: _____

Type of Internship/Co-op desired (Position or Job Title): _____

Paid per hour: \$ _____ Unpaid: _____ Tuition Reimbursement: _____

Full Time: _____ Part Time: _____ Number of Hours per week: _____

Duration of Internship/Co-op: _____ When you will be available for Internship/Co-op: _____

Do you have a Portfolio prepared for review: _____

Work Experience (Position/Job Title): _____ Employer/Address/Phone/Contact: _____

References: _____

Briefly describe what you expect to gain from an Internship/Co-op experience: _____

Additional pertinent information that you would like a sponsoring host company to know about you. (Honors/Awards/Recognitions, etc. received):
