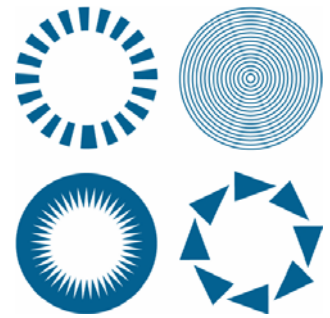


2008 Image Permanence Institute Internship in Preservation Research Application Instructions



The Image Permanence Institute (IPI), in cooperation with the Association of Moving Image Archivists, has established the Image Permanence Institute Internship in Preservation Research. The Image Permanence Institute is a university-based, nonprofit research laboratory devoted to scientific research in the preservation of visual and other forms of recorded information. IPI was founded in 1985 through the combined efforts and sponsorship of the Rochester Institute of Technology (RTI) and the Society for Imaging Science and Technology (IS&T).

The purpose of the IPI Internship is to give a student of merit who is committed to the preservation of moving images the opportunity to acquire practical experience in preservation research.

The IPI intern will gain knowledge of IPI activities, which include research on media stability, condition evaluation of collections, environmental assessment, and the development of management tools for various media.

Intern activities at IPI might include designing and conducting research, developing preservation strategies for collections, or assisting with ongoing IPI research projects.

AMIA is now accepting applications for 2008. The student selected as the IPI Intern will receive:

- A \$5000 stipend to be used for living expenses during the three-month internship. The three month period of the internship may occur at any time during the calendar year but months must run consecutively.
- Reimbursement of travel fares to and from Rochester, New York related to the IPI Internship.

Eligibility. To be considered for the IPI Internship, an applicant must meet the following eligibility requirements:

1. Applicant must be enrolled (full time or part time) in a moving image preservation/archival educational program; or must be accepted into such a program for the next academic year.
2. Students must have completed at least half of their program's course load before the time of the internship.
3. The applicant must have a grade point average of at least 3.0 (on a 4.0 scale) in his/her academic program.
4. The applicant must have strong organizational and interpersonal skills, and have a demonstrated interest in pursuing a career in moving image preservation.

5. The applicant must submit the following documents:
 - a. An Internship application form (typed preferred).
 - b. An official sealed transcript from the applicant's most recent academic program (including the institution's grading scale and/or GPA calculator) sent directly from the academic institution to the AMIA office.
 - c. An essay of no more than 1,000 words describing the applicant's current academic program, interest in moving image archiving, relevant experience, and career goals.
 - d. Two letters of recommendation (submitted separately to the AMIA office).
Do not submit more than two.

Students from any country may apply. Should an international student be awarded the internship, student is responsible for obtaining necessary employment authorization documents to permit the student's participation in the internship. Students may apply for the *IPI Internship*, the *Kodak Fellowship* and AMIA Scholarship Program. Separate application forms and supporting documents must be submitted; and no applicant will receive more than one award.

Please note: Do not staple or bind in any way submitted documents. Submitted documents will not be returned. *Only the above mentioned requested materials will be forwarded to the selection panel.*

Selection Criteria. Factors to be considered in awarding the *IPI Internship* include: an applicant's commitment to pursuing a career in moving image archiving; the quality of an applicant's academic record; and the strength of an applicant's program of study as it applies to moving image archiving.

Applications must be postmarked no later than May 1, 2008

Additional application forms may be downloaded from the AMIA web site at www.amianet.org, or may be obtained by contacting the AMIA office at

AMIA Internship Program
1313 North Vine Street
Hollywood, CA 90028
(phone) 323-463-1500
(fax) 323-463-1506
amia@amianet.org

THE 2008 IMAGE PERMANENCE INSTITUTE Internship in Preservation Research

Application Form

1. Name: _____
Last First Middle

2. Address: _____
Street

City State/Prov. Country Zip/Postal Code

3. Phone (Daytime): _____ Phone (Evening): _____
Fax: _____ E-mail: _____

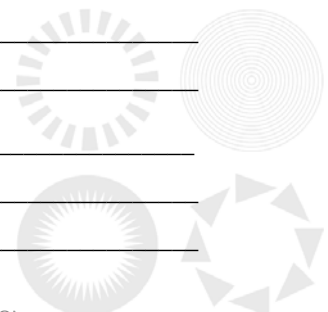
4. Name and full address of educational institution you are attending/will attend:

5. Name and type of academic or professional program in which you are/will be enrolled:

6. Education History. Include previous undergraduate and graduate education.
University/college attended Dates attended Major Degree

7. Employment History. List any full-time and significant part-time jobs.
Name of employer Employment dates Type of work performed

8. Awards, scholarships or noteworthy achievements: _____



9. Activities, hobbies and interests: _____

If selected as the IPI Intern, you will receive: a) A \$5000 stipend to be used for living expenses during the three-month internship. The three month period of the internship may occur at any time during the calendar year but months must run consecutively. b) Reimbursement of travel fares to and from Rochester, New York related to the IPI Internship.

10. Are you aware of anything at this time that might prevent you from participating in the IPI internship?
Yes ____ No ____ If yes, please explain: _____

11. If selected as the IPI Intern, you will be asked to provide two passport style photographs. Are you willing to provide the photographs and are you willing to allow the photographs and your name to be used in announcing your award and promoting the internship program?

Yes ____ No ____ If no, please explain: _____

For the purpose of this application the undersigned declares that to the best of his/her knowledge that the statements herein are true and complete.

Signature of applicant

Date

Attach additional sheets as needed (do not staple or bind). In addition to this form, applicants are required to submit an official transcript directly from his or her current or most recently completed academic program to the AMIA Office, an essay of no more than 1,000 words describing the applicant's interest and involvement in moving image archiving (including relevant experience and/or education, career goals, and what he or she would hope to gain from the summer internship), and two letters of recommendation (submitted directly from the references to the AMIA Office). Resumes or vitae may also be submitted, but are not required. **Note: Only the above mentioned requested materials will be forwarded to the selection panel.**

Students from any country may apply. Should an international student be awarded the internship, student is responsible for obtaining necessary employment authorization documents to permit the student's participation in the internship

Applications must be postmarked no later than May 1, 2008.

Send application forms and all supporting documents to

**IPI Internship Application
AMIA Office
1313 North Vine Street
Hollywood, CA 90028
(phone) 323-463-1500**

