

Planned Parenthood Advocates of Michigan Internship Application	
Return to: PP Advocates of Michigan % Megan Zapinski 4201 W. Michigan Ave. Kalamazoo, MI 49006 734-926-4758	Preferred Internship Location <input type="checkbox"/> Ann Arbor <input type="checkbox"/> Detroit <input type="checkbox"/> Grand Rapids <input type="checkbox"/> Kalamazoo <input type="checkbox"/> Lansing (Field) <input type="checkbox"/> Muskegon <input type="checkbox"/> Lansing (Government Relations)
<input type="checkbox"/> I understand that to intern with Planned Parenthood I must be receiving credit through from an accredited University.	
University: University Internship Program Title: University Internship Program Website (if available):	Name of Professor/Internship Coordinator: Internship Coordinator Phone: Internship Coordinator Email:
Name:	Date:
Address: City: Zip:	Telephone Number: Email Address: Do you have a valid driver's license and access to a vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No
Major: Minor:	Academic Status <input type="checkbox"/> Sophomore <input type="checkbox"/> Graduate <input type="checkbox"/> Junior <input type="checkbox"/> Medical <input type="checkbox"/> Senior <input type="checkbox"/> Law

Relevant Courses			
Course Name & Number		Semester	
Active participation and membership in Registered Student Organizations and/or Extracurricular Activities			
Organization	Offices Held	Events Attended/Tasks Accomplished	Committee Participation
What are your strengths?			
What are your career goals? How will PPAM help you achieve them?			
Experience desired during this semester: Why are you interested in working for PPAM? What do you look to accomplish during your internship with PPAM?			

<p>Please list any languages other than English that you speak fluently.</p>	
References	
<p>Reference 1</p> <p>First Name:</p> <p>Last Name:</p> <p>Title/Position:</p> <p>Phone Number:</p> <p>Email:</p>	<p>Reference 2</p> <p>First Name:</p> <p>Last Name:</p> <p>Title/Position:</p> <p>Phone Number:</p> <p>Email:</p>
<p>Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If you are under 18 you, must furnish a signed parental consent in order to volunteer at Planned Parenthood Advocates of Michigan. Please note that in order to volunteer at a health center or have any contact with patient information, you must be at least 18 years old.</p>	

Criminal Background History

Have you been convicted of a felony in the last 10 years or any misdemeanor in the last 5 years (excluding summary offenses such as speeding or minor traffic violations or a first offense for drunkenness) which has not been annulled or expunged or sealed by the court? Yes No

If Yes, please state the date of the conviction and the nature of the offense.‡

‡ A conviction will not automatically result in your disqualification from employment; felony and misdemeanor convictions will be considered only to the extent they relate to the job for which you have applied. However, failure to disclose a conviction or mischaracterization of a conviction automatically will result in your ineligibility for entering/continuing an intern/externship (even if the conviction would not have barred your employment had it been properly disclosed).

Criminal Background Check Authorization Form

First Name:

Last Name:

Date of Birth:

Previous Names/Aliases:

Volunteer Agreement

I certify that all information I have provided in order to apply for and secure work with Planned Parenthood Advocates of Michigan (PPAM) is true, complete and correct. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (a) cancel further consideration of this application, or (b) immediately discharge me from the employer's service, whenever it is discovered. I expressly authorize without reservation, Planned Parenthood Advocates of Michigan, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I understand that PPAM does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law. In consideration for employment with Planned Parenthood Advocates of Michigan, if employed, I agree to conform to the rules, regulations, policies, and procedures of Planned Parenthood Advocates of Michigan at all times and understand that such compliance is a condition of employment. I understand that due to the scope of Planned Parenthood Advocates of Michigan's mission, attendance and punctuality are considered essential requirements of every job at Planned Parenthood Advocates of Michigan and that poor attendance and tardiness will result in disciplinary action. I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application. If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice and Planned Parenthood Advocates of Michigan reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of PPAM is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by Planned Parenthood Advocates of Michigan's President/CEO. I understand that if offered a position with Planned Parenthood Advocates of Michigan, I may be required to submit to a pre-employment medical examination or background check as a condition of employment, I understand that unsatisfactory result from, refusal to cooperate with, or any attempt to affect the results of these employment tests and checks will result in my withdrawal of any employment offer or termination of employment if already employed. **DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE VOLUNTEER APPLICANT STATEMENT**

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Volunteer Applicant:

Date:

Confidentiality Statement

As required by Planned Parenthood Advocates of Michigan and Planned Parenthood Federation of America policies, all services are confidential. Therefore, it is mandatory that volunteers respect the confidentiality of all patient and Agency information. The professional relationship between each client and the Agency demands that there be no disclosure of any information to anyone other than the patient regarding personal information, services rendered or content of patient records without written authorization by patient. Additionally, business knowledge and information acquired throughout the workday is confidential including, but not limited to: financial or budget information, personnel actions, legal advice or opinion regarding management issues. Breach of this confidentiality policy will result in immediate dismissal and possible further legal action.

Signature of Volunteer Applicant:**Date:**