

FASHION INTERNSHIP APPLICATION

A separate application must be completed for each internship you intend to do.

THE APPLICATION IS DUE AS SOON AS THE INTERNSHIP IS PLANNED AND REQUIRED FOR PERMISSION TO ENROLL.

The Fashion Internship is a course that provides you with the opportunity for work in established professional settings to gain experience in a specific area of study. The purpose of the Internship is to provide you with the opportunity to apply information learned in the classroom to a business setting. During this experience, you will become acquainted with the business's policies, procedures, and methods of operation.

The Internship may include positions such as but not limited to:

Textiles -	Production/Sourcing Printed Textile Design Computer aided design/patternmaking	Stylist (design) Apparel Design	Illustration Theatre Costume Design
Fashion Merchandising-	Visual Merchandising Showroom Representative Journalism	Accessories Stylist (magazine) Buying	Public Relations E-commerce/Direct MKT Product development

3 credit hour option: To participate in the 3 credit hour internship you may be working in either a full or part-time capacity with a company or business that provides a product or service related to product design or fashion merchandising. During the semester you are to complete a **minimum of 200 clock hours** supervised work plus written assignments including weekly reports.

6 credit hour option: To participate in the 6 credit hour internship you must be working full time (fashion merchandising this should be at a management level, supervisory position, or step above entry level) with a company or business that provides a product or service related to apparel design or fashion merchandising. During the semester you are to **complete 15 weeks** of supervised work plus written assignments including weekly reports.

Complete and return this form with the internship agreement form to Dr. Alyssa Dana Adomaitis at one of the following.

- The New York City College Of Technology, CUNY
300 Jay, Namm 1025 or
2. Business Office – Dr. Adomaitis’ Mail BOX (please place in an envelope with ATT: Dr. Adomaitis)or in case of an emergency
 3. e-mail (aadomaitis@citytech.cuny.edu)
- 4. Submit via SAFEASSIGN in ONE PDF document**

Confirm by sending an e-mail to Dr. Adomaitis submitting to one of the above places

Permission to enroll in the internship will NOT be granted until the position has been confirmed. Submission of the signed Internship Agreement form (available from Dr. Adomaitis) or verification of the position is required.

Name Kiara martinez

CITYTECH ID# 23731828

This application is for Apparel Design internship

Fashion
Merchandising Internship

The internships are offered fall, spring, and summer semesters. Indicate the semester you are applying to do your internship

Fall Semester

Spring Semester (2024)

Summer Semester

You may choose to complete a 3 or 6 credit internship (see description for requirements of each). Indicate your credit hour choice

3 credit hours

School Address 300 Jay St, Brooklyn, NY 11201

Home/perm Address 2405 1st Ave Apt #7B

Phone (347)-977-1608

Class Standing

Senior

Anticipated Date of Graduation Summer

2024

Overall GPA (may be found on your unofficial transcript) 2.860

PRODUCT DESIGN INTERNSHIP

The prerequisites are listed below. Indicate courses completed and identify those currently enrolled:

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.....
.....

Additional prerequisites:
Junior or senior standing AND permission of instructor.

Major GPA: _____ (from the UNTRASPT)

FASHION MERCHANDISING INTERNSHIP

The prerequisites are listed below. Indicate courses completed and identify those currently enrolled:

BUF 3100.....
SBS 3201
Module Courses.....
BUF 4700.....

Additional prerequisites:
Junior or senior standing AND permission of instructor.

Major GPA: 2.860 (from the UNTRASPT)

Intended Internship Information. Provide as much information as possible. If your plans change – please provide the new information in writing as soon as possible. The change may effect the approval of your internship and may cause a delay in enrolling for the course:

Company name Snow Milk

Supervisor Name (if known) _____

Location/address 227 Manhattan Av, Williamsburg Brooklyn, NY

Position description (provide as much detail about what you will be doing on the job as you can). If you have previously worked for this company – identify how the internship will be different than previous work experience.

I am writing to express my strong interest in the internship position at Snow Milk, a renowned fashion clothing brand. With a keen focus on price tags, customer orders, and designing, Snow Milk's commitment to excellence aligns with my passion for the fashion industry. I am eager to contribute to Snow Milk's mission by leveraging my skills and experiences along with my enthusiasm for fashion and design. I am confident that an internship at Snow Milk will provide me with invaluable experience and insight into the dynamic world of fashion retail and design.

Please attached a letter on company letterhead to this application along with a business card of your supervisor.

Snow milk
June 14, 2024

Dear Hire manager,

We are delighted to present our latest "Snow Milk" collection - a fusion of elegance and comfort that embodies the essence of modern fashion. Our design team has meticulously crafted each piece to reflect the latest trends while ensuring our customers' highest quality and comfort. The "Snow Milk" collection features a versatile range of clothing, from cozy sweaters to chic dresses designed to effortlessly elevate your style. With a focus on premium materials and attention to detail, we aim to provide you with timeless pieces that will become staples in your wardrobe. We invite you to explore the "Snow Milk" collection at our nearest store or browse online at www.snowmilk.com. Embrace the spirit of contemporary fashion with Snow Milk, where style meets comfort.

Warm regards,
Kiara
Snow Milk Fashion Clothing Brand



PLEASE ATTACH THE COMPANY INTERNSHIP LETTER ABOVE

PLEASE ATTACH UNOFFICIAL TRANSCRIPT

file:///Users/kiaramartinez/Downloads/SSR_TSRPT%20(2).pdf

SIGN the last page and date: 06/16/2024

CUNY Internship Agreement during Fall 2021Spring 2022/Covid-19 emergency in effect with some return to In-person learning

In signing this Agreement, I acknowledge that I understand that my participation in an in-person internship will involve risks and hazards not found in remote study at the College. In ordinary times, these risks can range from a) minor injuries and illness such as bruises, and strains, to b) major injuries and illness such as broken limbs, loss of sight, neck or back injuries, heart attacks, and concussions, to c) catastrophic injuries, including paralysis and death, and also include risks of damage to or theft of personal property, and risks involved in traveling to and within, and returning from, internship sites. I understand that COVID-19 presents unique health risks, especially to those with underlying conditions, and that there may be other risks not known or reasonably foreseeable. I have sought and obtained information and advice that I feel are necessary and appropriate.

I VOLUNTARILY ACCEPT AND ASSUME ALL OF THE RISKS IN PARTICIPATING IN THE INTERNSHIP and my participation in an internship with internship partner described below is voluntary.

Internship Partner

Kiara martinez

Student Name

Kiara Martinez 06/16/2024

Student Signature and Date