Trinity Alumni Spring Week Internship Bursary 2018-19
Essay Question and Guidelines

Essay Question

“Please outline why you should be offered the Trinity Alumni Spring Week Internship Bursary” Max word count: 500 words.

Essay Guidelines

1. **Length**: 500 words max. (essays submitted with a word count greater than 500 words will not be accepted)

2. **Structure/Content/Style**: please incorporate all information listed below into your essay so as to allow objective and fair correction

What to include in your essay:

- **Name of Organisation** offering the Spring Week internship
- Most important **skills/knowledge** you will gain from your internship and how the experience will help with the development of your chosen Graduate Attribute/s ([https://www.tcd.ie/TEP/graduateattributes.php](https://www.tcd.ie/TEP/graduateattributes.php))
- **Relevance** or application of skills learned to the remainder of your course of study and to your future career and life in general
- How receiving the Bursary will **benefit you**
- Please indicate if you are in receipt of the hardship fund/registered with TAP (Trinity Access Programmes)

Some tips!

- **Have, and hone, a main message.** Edit your introduction so that the point of your essay is clear.
- **Tell a story.** Cover who, what, when, where, how, and why. Make it personal. Share things you’ve done and seen, lessons you’ve learned, problems you’ve solved, etc.

Trinity Careers Service, November 2018
Make it concrete. Give examples, details, and metrics. Tell and show. Make it real. Deliver ‘aha’ moments for readers who may be scratching their heads.

Let your heart show. Where appropriate, share your feelings!

3. Your essay will be assessed based on the overall style and quality of writing including:

- Content
- Grammar
- Style
- Structure (incorporation of the items listed above throughout your essay)

4. How to submit your essay:

Once you have expressed an interest in the Bursary by the closing date of February 15th 2019, you will be invited to upload proof of a spring week internship offer. You will then be contacted by Trinity Careers Service with a form to upload your application essay to MyCareer. The deadline for application essays is March 15th, 2019.

Full details on the Bursary and how to apply are available at: https://www.tcd.ie/Careers/students/options/develop/internship.php#bursary

Terms and Conditions:
Please note that Trinity Careers Service will pass a shortlisted selection of essays onto the bursary benefactors for them to make their final selection. You may be asked for your permission to share relevant contact details in this process.

Next steps:

- Trinity Careers Service carry out a preliminary assessment of the essays in March 2019 and send on a shortlist of students to our benefactors for final selection
- Students must complete their spring week internship and provide the Careers Service with evidence of such
- Bursary recipients are required to write a short (max. 350 words) reflective essay after their experience
- Bursary recipients may be required to attend an informal ceremony before the end of the academic year in 2019.