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)

- **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.

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**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 January 25th 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 1st, 2019.

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

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