

## Internship Application Budget Worksheet

### Instructions

1. Use this form to create a budget of your anticipated expenses and financial resources during your internship. **Please type in all fillable cells**, using a “0” or “n/a” as appropriate.
2. Enter the totals from sections A, B, C, and D in your online application.
3. Upload this completed form (as a PDF) to your online application.

Name: \_\_\_\_\_

### SECTION A: Expenses

|   | Sub-Totals |
|---|------------|
| <b>Housing during internship</b>                                  |            |
| Number of weeks housing is needed:                                |            |
| Cost per week of housing:   |            |
| <b>Roundtrip travel to internship city</b>                        |            |
| Origin city (where you are traveling from):                       |            |
| Final destination city (where you will be during the internship): |            |
| Method of transportation:   |            |
| <b>Daily commuting expenses</b>                                   |            |
| Mode of transportation:   |            |
| Number of days commuting:   |            |
| Daily commuting expense:  |            |
| <b>Food expenses</b>  |            |
| Number of weeks food is needed:                                   |            |
| Weekly grocery expense (average \$50):                            |            |
| Weekly eating out expense (average \$25):                         |            |
| <b>Other expenses?</b>  |            |
| Description & cost:   |            |
| Description & cost:   |            |
| <b>SECTION A TOTAL</b>  |            |

### SECTION B: Savings Goal

Note: Only students who receive need-based financial aid at Carleton are eligible. How much money do you hope to have at the end of the internship? This funding is to be applied to your tuition obligations. Limit is \$2,000.

**SECTION B TOTAL**

### SECTION C: Financial Resources

|   | Sub-Totals |
|---|------------|
| Wage, stipend, or funding provided by internship site                 |            |
| Awards, scholarships, or grants for internship from Carleton          |            |
| Outside awards, scholarships, or grants for internship (not Carleton) |            |
| Personal/family savings intended to be used for this internship       |            |
| Part-time job/outside income  |            |
| Other - please describe:  |            |
| <b>SECTION C TOTAL</b>  |            |

### SECTION D: Your Funding Request

(Funding is not to exceed \$4,500 for domestic internships or \$5,00 for international internships)

**SECTION D TOTAL (A + B - C = D)**