



EIF Application Grading Rubric

Criteria	Percentage	Ideal Submission
Career Exploration & Preparation	40%	Student clearly and strongly articulates and provides clear examples of the steps they took, experiences that helped them discover their interest in this career field, resources they utilized; and showcased additional preparation for their application to the internship.
Articulation of Organizational Fit	40%	Student clearly and strongly articulates why they decided to pursue an internship at this organization by providing examples of any of the following: connection of the organization's mission with student's goals; anticipated professional development opportunities; internship tasks and responsibilities that will provide insight into the career field; etc.
Resume	10%	Professional-looking resume tailored to the industry and job; excellent use of industry language. Resume does not exceed 1-page and contains all necessary sections (header, education, experience, and +1 supplement section). Detailed but concise articulation of experiences through bullet points. No grammatical errors. Format is consistent and easy-to-read.
Letter of Recommendation (recommended, not required)	10%	Outstanding letter of recommendation indicating flexibility, maturity, and readiness. Specific details are expanded upon and strong evidence of relationship referenced.