Graduate Public Service Internship Program

www.uis.edu/graduateinternprograms/gpsi/

We'll help pay for your graduate degree
“Always bear in mind that your own resolution to succeed is more important than any one thing.”

Abraham Lincoln
UIS ~ A Smart Investment in Your Future

Located within the Center for State Policy and Leadership at the University of Illinois Springfield (UIS), the Graduate Public Service Internship Program (GPSI) offers you the opportunity to be immersed in a rare graduate educational environment – one that celebrates its diversity with a campus comprised of students and faculty of various ages, backgrounds, and ethnicity. You will enjoy a dynamic academic environment, which gives you access to the resources of the University of Illinois, a world-renowned research institution, and an environment where academic excellence is paramount. The University’s history and reputation are inextricably tied to its quality graduate programs and opportunities for professional development.

For over 41 years, the GPSI program has been ranked as one of Illinois’ premier governmental internship programs, providing interns with the opportunity to simultaneously experience a public sector internship while earning a master’s degree from the University of Illinois Springfield. Regardless of your academic background, you are welcome to apply.

Located in the city where Abraham Lincoln took his first professional steps, the GPSI program offers you unparalleled opportunities for a graduate educational experience that integrates the classroom with a public sector internship. Former GPSI interns report that they were attracted to UIS’ graduate programs for several reasons, including small class size, a talented and committed faculty, a close student-professor relationship, and the reasonable cost of graduate education.
“I feel very lucky to have been selected for this internship. I have learned so much during my time at the IEPA and I really appreciate the confidence my GPSI supervisor had in my abilities to take on the tasks he assigned to me. Because of the wide range of tasks I was given, I am now able to use my knowledge in a variety of different work environments in the future.”

Mallory Barrow, Former GPSI Intern
Illinois Environmental Protection Agency

“This has been an excellent experience, and the range of different tasks that I have been asked to accomplish has been challenging and rewarding. This internship has thoroughly prepared me to excel as I begin my career.”

Brandon Watson, Former GPSI Intern
Illinois Department of Corrections
Graduate Public Service Internship FAQ’s

What are the academic program admission requirements?
Since you must be admitted to graduate studies at UIS in order to be eligible for the GPSI applicant pool, it is important that you contact the academic program to determine specific admission requirements and application deadlines for the program. Some academic programs have additional admission and prerequisite requirements that may impact your GPSI file. For academic program information, please visit the Office of Graduate Education website at www.uis.edu/graduateeducation/. For GPSI prerequisite information, please visit the FAQs on the GPSI website at www.uis.edu/graduateinternprograms/gpsi/.

What does a GPSI intern do?
As a GPSI intern, you will have the opportunity for an internship experience that is compatible with your academic background, graduate program, and skills. Historically, GPSI interns have completed challenging internships in the areas of economic forecasting, grant writing, research, writing press releases, preparing television public service announcements, marketing, statewide conference management, newsletter production, environmental research on endangered species, website development, computer programming, database development and management, state-wide audits, and public health research. GPSI represents a continuum of opportunities for top-flight interns.
When does the internship begin?
GPSI is a 21-month internship program. Internships commence annually on August 16.

How are interns selected?
GPSI is a competitive internship program. Participating internship supervisors will consider the strength of your GPA, resume, letters of recommendation, undergraduate areas of study, previous work experience, career goals as defined on your personal goal statement, honors and awards, and any other special skills that might enhance your internship performance. If you have computer skills, such as Microsoft Office products, you are strongly encouraged to list the skills and your proficiency level on your resume.

Your GPSI file will be sent to participating internship supervisors for interview consideration. Interviews and final internship offers are made solely by the internship supervisors with no input from the GPSI office.

If you are selected for a first round interview(s), we will send you the interview schedule and internship descriptions by e-mail. Interviews are scheduled by the GPSI office and conducted by internship supervisors in late April. Decisions are announced by May 15. You are responsible for your own travel arrangements and expenses to participate in the interview process. We do not schedule telephone or Skype interviews.

Is there a minimum grade point average required to be eligible for GPSI?
Yes. To be eligible for the GPSI applicant pool, you must be admitted to a UIS graduate degree program by the application deadline, and your undergraduate GPA must be at least 2.50 cumulative, with preference given to those with 3.00 or better. If you have already earned an advanced degree, you are still welcome to apply.

Current UIS students must be in good academic and financial standing to be eligible for GPSI consideration.

Can online students apply for a GPSI position?
Yes. Online students can apply for a GPSI position; however, all GPSI positions are located in Springfield, Illinois. As an online student, you must live within a commutable distance to Springfield, Illinois as you will be required to work 20 hours per week at your GPSI internship in Springfield during the fall and spring semesters of your first and second year of graduate school. GPSI interns are required to work the full-time equivalent at their internship during the summer between their first and second year of graduate school.

Please note, as an online student at UIS, there may be a tuition and fee differential for online classes. The GPSI tuition waiver will cover only the on-ground rate of tuition for up to 40 hours of graduate tuition.
Do interns receive academic credit for the internship experience?
No. You will, however, receive one hour of academic credit for PAD 561, Organizational Environment in Public Service, the mandatory GPSI Seminar. Some academic programs will allow you to apply the seminar credit toward degree requirements. GPSI Seminar is a means to help you integrate academic knowledge with your public sector internship experience.

Are textbooks and mandatory fees covered by this program?
No. Textbooks are your responsibility. The GPSI office will provide a partial student fee waiver of $500 per year ($250 for the fall semester and $250 for the spring semester.) The remaining fees are your responsibility each semester.

Do interns receive health insurance benefits?
No. You may be eligible to purchase UIS student accident and health insurance. Insurance is handled through the UIS Human Resources Department (www.uis.edu/humanresources/student insurance/). Please note: students enrolled in only online courses are not eligible for student insurance.

Does GPSI guarantee interns a job after graduation?
No. Upon graduation, interns may begin professional careers in the public sector at the federal, state, or local levels; as well as in the private sector.

Are GPSI interns eligible for additional financial assistance?
Yes. To determine if you are eligible for additional financial assistance, please visit the UIS Office of Financial Assistance at www.uis.edu/financialaid/.

Please contact the financial aid office at UIS to discuss the ramifications of a GPSI tuition waiver if you have applied for any student loans. The amount of financial aid awarded may be impacted by the GPSI tuition waiver. The e-mail address is finaid@uis.edu and the telephone number is (217) 206-6724. It is also important that GPSI students register for classes prior to the start of each semester.

Can international students apply for a GPSI position?
Yes. If you are an international student – you are welcome to apply to the GPSI program; however, F-1 visa status is required to be eligible for the program. Proof of F-1 visa status must be on file in the UIS Admissions office before any GPSI interviews are scheduled.

If you currently live abroad, we encourage you to complete your GPSI application file prior to arriving on the UIS campus for your first semester of study. Upon arrival on the UIS campus for the fall or spring semester, as a GPSI applicant you must check in with the GPSI office to verify your F-1 status and provide your local address and telephone number.
What about housing at UIS?
For on-campus and off-campus housing information, we encourage you to visit the UIS Housing Office at www.uis.edu/residencelife/.

How do I request additional information?
We welcome the opportunity to talk with you. Please give us a call today if you have questions or need additional information. The GPSI office is open Monday through Friday from 8:30 am to 5:00 pm (CST). We can be reached by phone at (217) 206-6158 or by e-mail at gpsimail@uis.edu.

Education You Can Put to Work

Data from the U.S. Census Bureau indicate that annual income is strongly related to degree attainment. The annual earnings of graduate degree holders are 33% more than baccalaureate degree recipients.

Intern Benefits

Monthly Stipend: During the fall and spring terms your stipend is $1,175 per month for 20 hrs. per week. During the summer term it is $2,350 per month for full-time equivalent.

Tuition/Fee Waiver: For the fall and spring terms of both your first and second year as a GPSI intern, you receive up to a nine credit hour graduate tuition waiver. The summer term between your first and second year of graduate school you receive up to a four credit hour graduate tuition waiver (optional). If you are an out-of-state student, the tuition difference between out-of-state and in-state tuition is waived. NOTE: If you are a late hire, the tuition difference will be pro-rated based on your hire date.

Also, you will receive a partial student fee waiver of $250 for both the fall and spring semesters of your first and second year as a GPSI intern.
Professional Development: GPSI interns receive $300 each year for professional development opportunities, such as attending conferences, purchasing scholarly journals, memberships in professional organizations, etc.

Scholarship Opportunities: As a GPSI intern you are eligible to apply for scholarships. Please visit the UIS Office of Financial Assistance at www.uis.edu/financialaid/.

Mentoring: You will have the opportunity to benefit from the mentoring relationship established with your internship supervisor, seasoned professionals, as well as GPSI Alumni.

Intern Support: The GPSI office will work closely with you throughout your intern experience.

Length of the Program: 21 months

“I am highly satisfied with the work environment, especially the people, and with the tasks and projects I am assigned to lead or participate in. There is not a day that I am not challenged with some new idea or concept; it has been a great experience so far--one that truly prepares me for my professional future.”

Peter Steenhuis, GPSI Intern Illinois Department of Commerce and Economic Opportunity
Application Process

For first round consideration (April interviews), your GPSI file must be complete by March 15. Files completed after first round consideration, are eligible for late internship requests. Please contact the GPSI office to determine deadlines for file completion for subsequent rounds. Application documents submitted for the GPSI program will not be returned to the applicant. Documents required to complete your file are:

- UIS Graduate Admission Application with paid application fee
- Official transcripts from each college attended must be sent to the UIS Admissions Office
- GPSI Application
- Current resume
- Personal Goal Statement - one of the most important components of your GPSI file. This statement is your opportunity to tell us in your own words why you are pursuing a GPSI internship. To access the application and required forms, visit our website at www.uis.edu/graduateinternprograms/gpsi/ click on “Prospective Interns,” and then click on “GPSI Application Information.”
- Three letters of recommendation (two from faculty and one from an employer) dated within the past 1.5 years.
- Signed FERPA GPA release form – if you wish to share your GPA with prospective GPSI internship supervisors.

NOTE: A critical component of a completed GPSI applicant file includes full or conditional admission to a specific graduate program at UIS. The GPSI office will request a copy of your graduate admission notice from the UIS Admissions Office on your behalf. We must have the copy of your graduate admission notice in your GPSI applicant file before your file is considered a completed GPSI applicant file. Please keep this in mind when applying to the GPSI program. It may take several weeks to receive a copy of your completed graduate admission notice.

It is in your best interest to apply at least two months prior to the GPSI file completion deadline.

Apply online ~ Your future at UIS begins with a click at www.uis.edu/admissions/applyToday/. To begin the GPSI application process, you must complete both the UIS Graduate Admission Application and the GPSI application.

DEADLINE FOR FILE COMPLETION: MARCH 15
Imagine the Possibilities

Accountancy (M.A.)
Biology (M.S.)
Business Administration (MBA)
Communication (M.A.)
Computer Science (M.S.)
Education (M.A.)
Educational Leadership (M.A.)
English (M.A.)
Environmental Sciences (M.S.)
Environmental Studies (M.A.)
History (M.A.)

Human Development Counseling (M.A.)
Human Services (M.A.)
Legal Studies (M.A.)
Liberal and Integrative Studies (M.A.)
Management Information Systems (M.S.)
Political Science (M.A.)
Public Administration (M.P.A.) (D.P.A.)
Public Affairs Reporting (M.A.)
Public Health (M.P.H.)

UIS At a Glance

Enrollment: About 5,400, including about 2,300 Graduate Students

Colleges: Business and Management, Education and Human Services, Liberal Arts and Sciences, Public Affairs and Administration

Degree Programs: 24 bachelor’s degree programs and 32 minors, 20 master’s degree programs, and one doctoral degree

Sponsored Projects: Approximately $9 million annually

Faculty: Approximately 215 full-time faculty. Student to faculty ratio is 14:1

Calendar: Semester

Average Class Size: 17

History: Established in 1969 as Sangamon State University by the Illinois General Assembly. On July 1, 1995, became a campus of the University of Illinois, thereafter known as the University of Illinois Springfield.

Location: Southeast side of Springfield, Illinois, near Lake Springfield. Approximately 200 miles southwest of Chicago and 100 miles northeast of St. Louis.

Campus: 746 acres