

PREFACE

Not so long ago, few resources were available to help students navigate the internship application process. Students experienced a great deal of anxiety and confusion throughout the process and had many questions about how best to proceed. This great unmet need led the three of us to become involved with local and national associations that advocate for students and attend to training issues. We served on committees, were elected to offices, and were asked to speak at conferences about the internship process. These activities ultimately led to the creation of the first American Psychological Association of Graduate Students (APAGS) special preconvention workshop on the internship application process, which was presented at the 108th Annual Convention of the American Psychological Association (APA) in 2000 in Washington, DC.

We created a set of handouts, which we conceived as a workbook, that were designed to help applicants prepare for each aspect of the internship application process in a careful, systematic manner. We hoped that through the workshop and the workbook, we would help students reconsider the internship application process as an opportunity to start establishing their professional identity by consulting with advisors, developing professional goals, meeting dozens of professionals with a range of experiences, and discussing their professional development and interests with people outside of their graduate program. By reframing the tasks involved in this process, we hoped that the application procedure might become a little less cumbersome and that applicants could focus on finding not just *any* internship but the *right* internship for them.

The workshop was a hit, and our hopes for this workbook were more than realized. The early versions of this workbook were distributed directly by the APAGS office and were very well-received. We were therefore happy when, in 2004, APA Books took over publication of the workbook and gave it even wider distribution. Our goal has always been to help students get through a process that can seem daunting and even confusing because of all the advice—good and not-so-good—circulating in programs.

This is our fourth edition of the workbook, reflecting ongoing changes in the application process and trends in psychology training and internship availability. The application process is now an online system. The process known as the Clearinghouse has been replaced by Phase II of the Match and the Post-Match Vacancy Service. There is now a Standardized Reference Form. And, perhaps most important, the internship marketplace has changed dramatically. This edition of the workbook offers updated and

enhanced information to address the evolution and many modifications to the application process. In recent years, we added a chapter for directors of clinical training, offering suggestions on how they might best assist students during this process. Numerous additional changes also have been made—many of which are based on readers' feedback on earlier editions.

We are pleased that the workbook is now available to a greater number of students and that APA Books shares our goal of keeping the price low to accommodate students' limited budgets. Since our first APAGS workshop 18 years ago, we have donated all our royalties from prior workshop registration fees and workbook sales to APAGS to continue supporting programs that directly benefit students. For example, in earlier years, some of us have presented portions of the internship workshop around the country for APAGS, and sales of the book have supported many APAGS scholarships and awards, additional APAGS-developed programs that address internship issues, and other important aspects of graduate training in psychology. Thus, we receive no direct financial gain from our work on this project. Our reward is knowing that we are helping you! We are thrilled that readers have found this workbook to be an invaluable resource, and we are very pleased to offer this new edition with substantial changes and updates.

Similar to past editions, this volume has a practical orientation, presenting a discussion of each aspect of the internship process in order and with new insights. We have included numerous examples to help applicants calculate their clinical hours, compose essays, craft impressive cover letters, write thank-you notes, and practice interview questions. The examples are from real applicants, all of whom successfully obtained an internship match; they are neither ideal nor flawless but are realistic, excellent examples that illustrate many of the suggestions offered in this volume. We are grateful to the generous and courageous applicants who provided us with their materials to be presented anonymously in this book.

We hope this volume will continue to provide readers the support, assistance, and perspective they need to successfully navigate the internship application process.

Good luck to you all!