

## What types of internships are available?



Engineering  
Social Work  
Criminal Justice  
Legal Research  
Research Analyst  
Human Resources  
Library Science  
Finance/Accounting  
Public Administration  
Recreational Leader  
Information Technology  
Vocational/Rehabilitation Therapy  
*and various other government jobs.*



## SAAIP SEMINAR

SAAIP interns and supervisors are invited to attend the Employment Seminar. The Employment Seminar provides a forum for interns to gain a better understanding and perspective on what to expect in the job market, as well as valuable training that will enhance their career goals.

## How do I apply?

For information and instructions on how to apply, go to <http://bit.ly/WISAAIP>.  
or email [DPMBAA@wi.gov](mailto:DPMBAA@wi.gov).



Questions? Contact the  
Division of Personnel Management  
SAAIP Coordinator at  
[DPMBAA@wi.gov](mailto:DPMBAA@wi.gov).

**WE WANT YOU TO JOIN US**

SAAIP  
SAAIP



**State of Wisconsin**

Summer Affirmative  
Action Internship  
Program



**An Equal Opportunity  
Employer**

## What is SAAIP?

The Summer Affirmative Action Internship Program (SAAIP) is one of many internship programs offered by the State of Wisconsin. The Division of Personnel Management, Bureau of Affirmative Action (BAA) administers the SAAIP and provides racial/ethnic minorities, female students, and students with disabilities an opportunity to work in a professional work environment within Wisconsin state government. The SAAIP provides students with valuable work experience and training in various branches of state government. SAAIP is a paid internship.



Since the inception of the program in 1974, SAAIP has placed over 3,500 students in internship positions in more than 30 state agencies and university campuses.

## WHAT IS THE PROCEDURE?

You must complete the SAAIP application on WiscJobs and attach a copy of your resume and cover-letter. ***The application process is considered incomplete and your application will be considered ineligible until BAA receives a Student Status Verification form completed by your school's advisor or Registrar's Office.***

A review of the SAAIP application will be conducted to see if you are eligible for the SAAIP and to verify that all the requested information is completed.

In early March BAA will begin referring eligible candidates to participating agencies. Unless the internship is in a technical field such as information technology, accounting, and the sciences, most internships do not require any specific experience, training or educational background.

Participating agencies will then contact candidates for interviews. The process may take as long as 3 weeks before an internship is offered.

**Note: You must notify DPM-BAA of changes to your address or name.** Failure to notify DPM/BAA of these changes may result in participating agencies/universities not being able to contact applicants for interviews. In the event an applicant is no longer interested and wishes to withdraw from further consideration, please contact [DPMBAA@wi.gov](mailto:DPMBAA@wi.gov).

## Who can apply?

To be eligible to participate in the SAAIP, you must be a student enrolled at a college/ university or enrolled in a vocational/ technical school program.

### Note:

- ★ Students attending college out-of-state are considered.
- ★ International students should contact their advisors to check if they are eligible to work in the U.S.A.

## Where would I work?

Most of the intern positions are in the Madison area. There are a limited number of internships in Milwaukee and other outlying areas across the state.