"AN ONLINE INTERNSHIP/SCHOLARSHIP APPLICATION SYSTEM"

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ABSTRACT

In Fall 2003, a project was initiated to move an internship and scholarship application process from a manual, paper based process to an online process. The purpose of this project was to develop a web-based computerized scholarship application system with an integrated database in order to improve the application, evaluation, and reporting processes. This particular internship and scholarship program is a CSU system–wide program that provides funds to approximately ten campuses in the system. Each campus has a local administrator who is responsible for advertising the program, soliciting applications, reviewing applications, and coordinating the allocation of awards. In the previous paper based application system, a common application form was sent to each participating campus, and ultimately, the campus administrators would mail a list of internship/scholarship recipients to the director of the system. One problem with this process was compliance with guidelines. Furthermore, providing statistics for the program proved to be rather difficult. This paper describes some of the issues encountered while developing this system over the last two years. The system went online this Fall, and is still being revised. It is hoped that others might benefit from the experiences of this project.