

Providing a Reference Letter for a 2010 Internship Applicant

Thank you for your willingness to provide a reference for an applicant to the MHIF Research Internship Program. Your letter is an important part of our evaluation.

Please submit a one-page reference letter on letterhead to the following address:

Minneapolis Heart Institute Foundation
Attn. Research Intern Program
920 East 28th Street, Suite 100
Minneapolis, MN 55407
or fax to 612-863-3801

Include the following information:

- a) **APPLICANTS FULL NAME** (capitalized and bold)
- b) In what capacity and how long you have known the applicant?
- c) Unique personal attributes that set this applicant apart from his/her peers
- d) Assessment of applicant's potential for success in a clinical research setting: integrity, initiative, maturity, interpersonal skills and/or task-related skills
- e) Your full name, title and contact information

Deadline: Applicants must submit all of the requested information by **February 7th** in order to be considered for the summer 2010 program.

Internship Program Overview

The summer internship program at the Minneapolis Heart Institute Foundation is designed to give interns professional experience in the areas of research and cardiovascular health care. The research intern is integrated into a research program area and assigned to work on a clinical research project.

Eligibility

MHIF is seeking diverse pool of interns based on a combination of demonstrated academic performance, leadership and career aspirations in the field of cardiology and/or research. Internships are full-time, paid and last 10-12 weeks. Applicants must meet the following eligibility requirements:

1. Enrolled in an accredited degree program in a health care or related discipline.
2. Intend to graduate before December 31, 2011.
3. Have a GPA of 3.50 or above, as verified by a transcript.
4. Available to attend three days of orientation from Tuesday, June 1, through Thursday, June 3.
5. Available to work a minimum of 400 hours (up to 40 hours/week) from June 7 to August 20.

For additional program information and examples of past intern project assignments:
<http://www.mplsheart.org/internship>.