**2013 PLSS Grant – Suggested Timeline**

**□** **January 23rd at noon or January 24th at 5:00 p.m**. – Attend one of two mandatory PLSS Grant Information Sessions.

**□ January 18th** – Last day to submit application materials for on-site interviews at PI/PS Day. (Students not applying for on-site interviews must still register for PI/PS Day. Students should have received an email from the CDO on Dec. 13th with registration instructions.)

**□ January 28th** – Review the list of employers attending the McGeorge Public Interest Career Fair. Revise and prepare your resume and cover letter.

**□ January 31st** – Attend the McGeorge Public Interest Career Fair on campus in the Student Center. Submit resumes to employers at the Fair.

**□ February 1st** – 2013 PLSS Summer Grant application is released. Review the application packet and requirements.

**□ February 2nd and 3rd** – Attend PI/PS Day at UC Hastings. Meet employers and attend on-site interviews.

**□ February 18th** – Sign-up for volunteer positions at the Auction by emailing Lauren Foust at l\_foust@u.pacific.edu. Volunteer positions are on a first come, first serve basis. Descriptions of positions can be found at <http://blogs.mcgeorge.edu/plss/summer-grants/how-to-meet-the-volunteer-hour-requirement/>.

**□ March 1st** – Complete the resume review process with the CDO. (Last day to do so if you plan to participate in the Internship Assistance Program.) Request application instructions and contact info. for the agencies/firms you plan on applying to.

**□ March 4th** – Secure an internship offer and have your internship supervisor complete the “Employer Profile Form” (included in the 2013 PLSS Summer Grant application packet).

**□ March 8th** –Attend the 21st Annual PLSS Live and Silent Auction.

**□ March 11th** – Calculate and submit your volunteer hours to l\_foust@u.pacific.edu. If you have not fulfilled the 7 hour minimum requirement, contact Lauren to inquire whether there are additional ways for you to meet the volunteer hour requirement.

**□ March 27th at 5:00 p.m.** – APPLICATION DUE DATE. Submit completed 2013 PLSS Summer Grant Application and accompanying materials to the CDO in person or by email at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ before 5:00 p.m.