

Pre-law/Legal Studies Unpaid Internship Scholarship Budget Worksheet

The Unpaid Internship Scholarship provides up to \$4000 to help reimburse students for some associated costs, such as food, rent, tuition for required summer internship course, and transportation.

Personal Information	
Name	
Student ID	

Internship Participation Period	
Start Date	
End Date	
Total Number of weeks	
Virtual or In Person	

<u>Categories</u>	<u>Amount</u>
Tuition and Fees	
Tuition	
Mandatory fees	
Books & Other Educational Supplies	
Books	
Other course supplies	
Travel Documents, Health Insurance and Immunizations (if needed/required for internship)	
Travel Medical Insurance	
Passport	
Visa	
Immunizations	
Round Trip Cost of Transportation	
Public transportation (consider country train, bus, subway, taxi)	
Personal Vehicle (please use 62.5 cents per mile, in line with JMU and IRS standard mileage rates)	

Airfare	
Multiply the number of TOTAL summer miles by 0.625: [TOTAL summer miles] * [0.625] , Ex. 175 miles * \$0.625 = \$102.4	
Daily Commute TOTAL Cost for summer Transportation	
Public transportation TOTAL cost for summer (consider train, bus, subway, taxi)	
Personal vehicle TOTAL cost for summer (please use 62.5 cents per mile, in line with JMU and IRS standard mileage rates)	
Multiply the number of TOTAL summer miles by 0.625: [TOTAL summer miles] * [0.625] , Ex. 175 miles * \$0.625 = \$102.4	
Housing and Meals	
Lodging (Total cost for length of internship)	
Meals (Total cost for length of internship)	
Essential Daily Living Expenses	
Utility Costs (electric, gas, water, internet, etc.)	
Toiletries and laundry	
Other Expenses (explain)	
Total Internship Experience Cost	\$0.00

Certification and Signatures	
To the best of my (student) knowledge, the information provided on this form represents a realistic estimate of the costs and credits associated with my summer unpaid internship experience.	
Student's Name Print	_____
Student's Signature	_____ Date _____