



## Council for Higher Education Accreditation (CHEA) Fellows Program Application

Complete every section of the application for full consideration. Applicants must be enrolled in a graduate program from an institution that holds current membership with CHEA. Institutional members are listed at <https://www.chea.org/>.

Internships are delineated by fall and spring. Each internship is limited to one eight-week appointment. Listed below are the deadline dates for submission of the complete application:

**Application Submission Dates:**

March 1- Fall (September-December)

July 1- Spring (January-April)

**Personal Information:**

Name \_\_\_\_\_

Last      First      MI.      Preferred Title

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_

Emergency Contact and Telephone \_\_\_\_\_

**Institution Information:**

Currently enrolled in a graduate degree program? (Yes) \_\_\_\_\_ (No) \_\_\_\_\_

Name of the Institution where you are enrolled \_\_\_\_\_

Program Type \_\_\_\_\_ Degree \_\_\_\_\_

Expected year of completion/graduation \_\_\_\_\_

Name of Graduate Advisor \_\_\_\_\_ Title \_\_\_\_\_  
Advisor's email address \_\_\_\_\_

May we contact your advisor regarding your candidacy for the CHEA Fellows Program?  
(Yes) \_\_\_\_\_ (No) \_\_\_\_\_

Is an internship/fellowship a requirement of your academic program? (Yes) \_\_\_\_\_ (No) \_\_\_\_\_

If yes, how many hours are required to satisfy your program's requirements? \_\_\_\_\_

*Please note: CHEA requires no more than 25 hours per week and no less than 75 total hours for the fellowship. The CHEA Fellows Program requires that fellows are on-site the majority of the time in CHEA's Washington, DC office.*

### **Additional Information:**

Describe your specific interest in an internship with CHEA, particularly your interest in higher education accreditation:

Will this experience be faculty supervised? If so, please provide the supervisor's name, title, and contact information \_\_\_\_\_

What time are you seeking to participate as a CHEA Fellow?  
Fall \_\_\_\_\_ Spring \_\_\_\_\_

**Please attach a cv/brief bio (3 page maximum)**

## Notification from CHEA

All applicants will receive notification from CHEA upon receipt of their application. **Incomplete applications will not be considered.** Applicants being considered for the CHEA Fellows Program will be contacted for a scheduled interview. All applicants will be notified of their acceptance status.

### **Please submit applications to:**

Loretta Waldron  
Vice President for Recognition Services  
Council for Higher Education Accreditation  
Email: [waldron@chea.org](mailto:waldron@chea.org)