

Support for CTPhD Required Internships

Subject to available funds, the Department of Art History will support students for ordinary and necessary expenses for one of their two required curatorial internships in art history (ARTH 664), with the following limitations:

1) For a Summer Internship (or a regular semester internship when the student is not on fellowship), the maximum amount of support will be \$4,500 (though up to \$6,000 will be considered when the location is in a particularly high-priced city, such as New York, Washington DC, or San Francisco). Students must submit a budget proposal to the CTPhD Committee for approval well before expenses are incurred.

2) Eligible expenses are limited to:

a) rent—either at home or near the institution where interning (but not two rents)

b) transportation (airfare/trainfare, public transportation such as bus or subway, automobile mileage, parking)

Note: please list in your proposed budget and final expense report any support paid to you by the institution hosting your internship (and/or any other source of funding, such as a grant or fellowship, for the

period of the internship). Normally such payments (if any) would be used first to offset your expenses, with department funds used to support any remaining balance in your budget. Receipts are required for all expenses. (Note that meals and groceries are not eligible expenses.)

(approved: 9 May 2014)