## Important Dates & Deadlines to Know

For a full list of University wide Fall 2012 Dates & Deadlines click [here](#).

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Deadline to pay tuition</td>
<td>8/20/2012</td>
</tr>
<tr>
<td>Late fee $50.00 added to unpaid tuition</td>
<td>8/21/2012</td>
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<tr>
<td>Last day to drop classes deadline before $25 charge</td>
<td>8/27/2012</td>
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<tr>
<td>$25 fee begins to drop each class</td>
<td>8/28/2012</td>
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<tr>
<td>Last day to receive a refund for a withdrawal or any drop in units</td>
<td>8/30/2012</td>
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<tr>
<td>Degree Check Deadline for Fall 2012 to start the process W/ Julie Adkins before late fee applies</td>
<td>8/30/2012</td>
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<tr>
<td>Deadline to apply for December 2012 and winter degree candidacy</td>
<td>9/1/2012</td>
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<tr>
<td>Applications will be accepted after this date however, a $50.00 Late Candidacy Application fee will be assessed.</td>
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<tr>
<td>Labor Day No Classes</td>
<td>9/3/2012</td>
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<tr>
<td>Change of Major Deadline / Reopens after Priority Registration In November</td>
<td>9/4/2012</td>
</tr>
<tr>
<td>Internship Enrollment Hours for Fall 2012</td>
<td>8/28/2012  10AM-12PM</td>
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<tr>
<td>Internship Enrollment Hours For Fall 2012</td>
<td>9/6/12  9AM-10:30AM</td>
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<tr>
<td>Internship Enrollment Hours For Fall 2012</td>
<td>9/7/12  2:30PM-4:00PM</td>
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<tr>
<td>Fall Internship Application Deadline</td>
<td>9/7/2012</td>
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<tr>
<td>Last day to Increase units without $250.00 late registration fee</td>
<td>9/10/2010</td>
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<tr>
<td>Last day to drop a course before a penalty of ‘W’ grade on transcript</td>
<td>9/16/2012</td>
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<tr>
<td>Priority Registration for Spring 2013 for Athletes/Veterans/Honor students Jr's &amp; Sr's</td>
<td>10/8-10/14</td>
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<tr>
<td>Priority Registration for Spring 2013 for Seniors, post baccalaureate, Freshman &amp; Soph. Honors Students</td>
<td>10/15-10/21</td>
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<tr>
<td>Priority Registration for Spring 2013 for Juniors</td>
<td>10/22-10/28</td>
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<tr>
<td>Priority Registration for Spring 2013 for Freshman</td>
<td>11/5-11/11</td>
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<td>Spring 2013 Scholarship Application Deadline</td>
<td>11/12/2012</td>
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<tr>
<td>Reimbursement Deadline for GRE Test Prep</td>
<td>30 days from registration</td>
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<tr>
<td>Reimbursement Deadline for Study Abroad Airfare</td>
<td>30 days from airfare purchase</td>
</tr>
<tr>
<td>Reimbursement Deadline for Internships Outside of Arizona Airfare</td>
<td>30 days from airfare purchase</td>
</tr>
</tbody>
</table>
Do you know what your Major’s website is? Visit [sgpp.arizona.edu](http://sgpp.arizona.edu) to learn about the exciting things going on in your major!!

Click on the links below to find info on graduate & undergraduate info including:

- Internships
- Workshops
- Study abroad & [reimbursement information](#) for internship airfare
- Scholarships
- Clubs & organizations
- Senior degree check
- FAQ
- [Academic Advisor Info](#)
  - [Advisor Scheduling website, SBS Wise Advising](#)

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**Looking for a lower division elective?**

- Check out Comm 114 (31841) Introduction to Interpersonal Communication MWF 3:00pm-3:50pm
  Instructor: Aimee King
- See this and more courses recently opened [here](#) at the Advising Resource Center, course announcements.

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**Internship Information**

See a list of a few internship opportunity organizations [here](#):
The list on our website highlights a few possibilities; you can find an internship outside of our list for credit as long as it is a [non-profit agency](#) or a government agency. View the steps on registering for an SGPP internship [here](#).
The U of A’s [Career Services](#) also has an internship page [here](#).

**Important things to remember about SGPP internships:**

- The student must find the internship; academic advisors will not do the foot work for you.
- The student must apply, interview and obtain the internship, once obtained, find the application and required workshop with SGPP [here](#).
- Deadline to enroll in an internship is 9/7/12, if you do not attend one of the enrollment hours listed
Newly Added Internships

INTERESTED IN POLITICS?
Be an Intern or Fellow for REP. ANN KIRKPATRICK!
Candidate for U.S. Congress in Arizona’s First Congressional District

Our interns and fellows are the backbone of our campaign and play a key role in building excitement in communities and campuses throughout the district.

The Kirkpatrick fellowship or internship is an intense program in which accepted applicants commit to working 10-20+ hours a week. Interns and fellows who complete the program will leave with a full understanding of the most effective tools and methods that organizers, finance staff, and managers use to see success in their campaigns!

Working on a campaign is inspiring, yet difficult work, so only those with serious interest should apply.

Interns and Fellows must be:
- Passionate about electing Congresswoman Ann Kirkpatrick
- Willing to work irregular and sometimes long hours, including some weekends (This will be determined by you and the staff member you are working with)
- An interest in politics and the political process in general
- Organized, Goal-Orientated and strong working
- Able to work as a team
- Able to talk with volunteers, donors, and voters
- Fun and excited to learn about the way a campaign works!

As an Intern or Fellow, you may:
- Engage potential new volunteers through phone calls and canvassing
- Hold one-on-one meetings with potential volunteers and campus organizer to discuss shared goals and strategy develop relationships, and plan events.
- Engage new voters by organizing voter registration drives at community events.
- Enter, organize, and maintain data from all of our interactions in the community
- Use social networks to help amplify our message and talk about the work we do
- Participate in recruitment for events that allow Ann to talk to voters
- Recruit, coach, and develop local and campus teams of individuals who are willing to work together to hold outreach events with other potential voters and volunteers
- Plan and execute events with other campaign staff, interns, and fellows
  - Also note: Our campaign looks to hire internally whenever possible, so exceptional interns would be top candidates for full-time positions in 2012

To Apply: Please send Resume to:
Phoenix - Nettie Silleck at mailto:nettie@kirkpatrickforarizona.com or call 520-329-3446
Tucson or Flagstaff - Sam Frisby at mailto:sam@kirkpatrickforarizona.com or call 520-477-7966
CWA Local 7000 2012 Fall Student Internship

“Working as an intern for CWA allowed me to gain essential experience with city budgets, contract negotiations, and emerging local and national political issues that will serve to prepare me for my future career. As an intern for CWA, I have been able to work with those on the frontlines in fighting for workers rights and fighting injustice.”

-Sean Durns, U of A Senior & Intern CWA Local 7000 Spring 2011

INTERNSHIP DESCRIPTION
A typical day might include learning about local labor history, talking with workers about improving their working conditions, tabling at work sites, phone banking potential members, participating in campaign strategy sessions and organizing membership meetings. Interns will learn the “bottom-up” CWA organizing model and have opportunities to learn all the three programs of CWA work. The CWA triangle-Organizing, Representation and Community/Political Action allows our local to better represent and defend the rights of our members and their families. Additional areas of work includes: administrative assistance, including database management and assisting to create and revise publications designed to educate CWA members and public officials.

Hours: Flexible; Project hours will be based on availability of intern.
Compensation: None; however, CWA can offer an excellent range of experiences and exposure to the national and local labor movement.
Qualifications: Work or volunteer experience with grassroots organizations is helpful; good writing and communication skills; and an ability to learn quickly, work well on a team, and handle multiple projects. Students who are interested in a wide range of careers, including those in public policy, teaching, labor studies, law, social work, economics, journalism, and advocacy. (Bilingual-Spanish speaking a plus.)
Background: CWA Local 7000 is one of the over 2000 local unions that make up Communications Workers of America, one of the largest unions in Northern America, representing 700,000 workers in public and private sector employment. CWA Local 7000 holds contracts with the City of Tucson, Tucson Unified School District, and the City of Nogales. Interns will assist in meetings with both the employers and union members for all three.
Objective: To procure a student intern to perform research and assist with organizing campaigns for the Communications Workers of America Local 7000. Position requires a cursory knowledge of labor history and a commitment to workers’ rights. Interns will learn about the real and the critical issues facing public workers in Southern Arizona—fair wages, adequate health care, job security, decent working conditions and justice.

➢ If you are interested in an internship, please contact Linda Hatfield at 520.323.0700 or email: mailto:linda@cwa7000.org

Intern for U.S. Senate Candidate Jeff Flake

Jeff Flake’s campaign is looking for interns with interests in politics and public policy to join Team Flake in getting Jeff elected.

- Jeff has represented the Sixth District of Arizona since 2001 and is now running for the U.S. Senate seat to replace retiring Senator Jon Kyl.
- During his tenure in Congress, Jeff has established himself as a leading conservative reformer.
- Jeff has consistently been ranked by leading taxpayer groups as the most fiscally conservative member of Congress and has been endorsed by Senator Jon Kyl.

As part of the grassroots operation, the interns will:
- Learn firsthand what it takes to get a candidate elected to U.S. Senate.
- Have responsibilities to include tasks within the office as well as opportunities to go out in the community to gain support and educate voters about Jeff.
- In addition to earning school credit, this is a great way for students to build their resume and network with professionals in the political arena.
- For more information on this position, please call our Southern Arizona Headquarters at (520)290-2012 or email Jordan@JeffFlake.com.
The Pima County Bar Association (PCBA) is seeking two interns!

The Pima County Bar Association (PCBA) is a private, voluntary 501 © (6) nonprofit association of attorneys and other legal professionals. We provide a variety of services to our 1500 members, as well as services to the general public, such as our established Lawyer Referral Service. For more information, visit our website at www.pimacountybar.org.

There are two internship positions available at PCBA with at least an 8 hour per week commitment:

- **Intern #1 – the “Strategic Planning” intern**, will assist with various projects that arise from items addressed by our Strategic Planning Committee. Specifically, this position may involve research, data collection, marketing, making community connections and other activities that aid in the development and enhancement of new and ongoing PCBA programs.

- **Intern #2 – the “Lawyer Referral Service” intern**, will assist with program evaluation, feedback, and data collection pertaining to clients’ experiences with the Lawyer Referral Service program and its participating attorneys. Specifically, the person in this position will help to contact clients, gather survey information and compile results; thus helping us to identify good points and concerns, and improve/enhance the program’s operations.

To apply for one of these opportunities you must submit a cover letter as well as a resume.

Contact information:

PIMA COUNTY BAR ASSOCIATION
Susan Trentham, Ph.D.
177 N. Church Avenue, # 101, Tucson, AZ 85701
Phone: (520) 623-8258
E-mail: mailto:trentham@pimacountybar.org

For more information on SGPP internships click here.
Conflict Resolution Section of the Arizona Attorney General’s Office is looking for a student intern.

The Conflict Resolution Section provides:

- Mediation services and Training to different Courts and State Agencies.
- The Conflict Resolution Section Mediates cases referred to our Office by the Civil Rights Division as well as Pima County Juvenile Court.

This is a great opportunity for any student interested in learning about Mediation and conflict resolution. Student should have good computer skills and an interest in helping out. Ideally, the student intern would need to commit to doing a few hours a week. This is an unpaid internship.

If interested, please contact Adam Glaser @ 520 235-7328 or aglaser@azag.gov

The National Institute for Civil Discourse needs highly responsible and talented students with web and social media skills for internships!

For more information go to http://sgpp.arizona.edu/node/740 to see this and other available internships listed by The School of Government & Public Policy.

Visit http://nicd.arizona.edu/ to see the National Institute on Civil Discourse website.
1. **Cookbook and Refugee Food Story Compilation Internship** - Iskashitaa Refugee Network is in the middle of a grant cycle from Tucson Pima Arts Council to document refugee recipes and stories regarding food, culture, and tradition. Much of the digital story and still photo collection has been completed, but work remains to document recipes via interviews with refugees and searching existing Iskashitaa records, selecting still photos to accompany recipes (and taking additional photos if needed), and compiling a print-on-demand cookbook. This is a one semester internship. This internship may be filled by an undergraduate or graduate student. Intern will report to Natalie Brown, Iskashitaa’s Resource Coordinator.

2. **Journalism Internship** - Intern would review articles already published about Iskashitaa Refugee Network, identify publications Iskashitaa Refugee Network should be featured in, write articles, and submit them for publication. This could be a one semester or multiple semester internship. Intern will report to Dr. Barbara Eiswerth, Iskashitaa’s Executive Director.

3. **Tucson Refugees Yahoo Group Moderation Internship** - Tucson Refugees Yahoo Group (TRY-G) consists of 360 refugees and refugee service providers as well as volunteers. Intern will research relevant articles to the Tucson Refugees Yahoo Group on topics related to local refugee events and global refugee issues and post at least three articles per week. Additionally the intern will increase usage of TRY-G by promoting it to student groups with an interest in international studies, refugee resettlement, and related issues. Intern will be given guidelines for appropriate postings and will moderate the posts from other users, approving them as is appropriate. Intern will report to Natalie Brown, Iskashitaa’s Resource Coordinator. This may be a one semester or longer term internship.

4. **Mapping Internship** - Iskashitaa has nine years worth of data of the location of food resources including fruit trees and gardens at local homes and farms in and near Tucson. The intern will be responsible for researching and selecting a system to transfer this data to, transfer of data, and working with our webmaster to develop a way for people input their own data. Intern will report to Dr. Barbara Eiswerth, Executive Director. This position is ideal for a graduate student who can continue for a second semester.

5. **ESL / HCET Coordinator** - Masters Students Only - academic year commitment, Intern will be responsible for supervising undergraduate student teams from the Honors College (Honors College Civic Engagement Teams) and provide guidance as they teach English as a Second Language classes to United Nations refugees, which will include the use of a nutritional curriculum, and integrate these lessons into cooking and harvesting activities. Intern will receive training from Iskashitaa Refugee Network and will then serve as the point of contact between the undergraduate teams, Iskashitaa Refugee Network staff, and the Honors College.

6. **Refugee Education Material Creation Internship** - Intern will refine existing educational materials designed to help refugees acclimate to Tucson (topics include pool safety, nutrition, disposal of garbage, and minimizing electric bills), and create new materials as needed. The intern will also coordinate the translation and distribution of these materials to refugee groups. Intern will report to Iskashitaa program staff member. This internship may be filled by undergraduate or graduate student. This may be a one semester or academic year long internship.

7. **Media Arts Intern** - Intern will attend Iskashitaa events to collect footage and still photos and create videography and photography projects that Iskashitaa will use to promote our work and increase our capacity to assist refugees in Tucson. This internship may be filled by an undergraduate or graduate student. Intern will report to Iskashitaa program staff members. This may be a one semester or academic year long internship.

**CONTACT:**
Natalie Brown-Resource Coordinator **928.503.7496**
UMC Foundation Seeking Student Interns

The UMC Foundation is committed to developing ongoing philanthropic support for The University of Arizona Medical Center - University Campus and The University of Arizona Medical Center - Diamond Children’s as it fulfills its vital mission of providing patient care, education of healthcare professionals, research, and community service to Arizona and the Southwest. That commitment relies upon the support of appreciative individuals, organizations, and institutions in order to maintain the high standards and innovative programs for which The University of Arizona Medical Center - University Campus is known and respected. Click here to view the UMC Foundation website.

Brief Internship Description: The intern will perform many varied tasks for the UMC Foundation including but not limited to marketing and event planning, direct mail and other design creative, spreadsheet data creation and editing, soliciting donations for events, writing, research and planning.

Contact:
Richelle Litteer, Major Gifts Officer, UMC Foundation
655 E River Rd Building 2
Tucson, AZ. 85704
520-694-1324 office
E-mail: mailto:Richelle.litteer@uahealth.com

Martha McSally for Congress Seeking Student Interns

The McSally for Congress campaign is currently looking to fill two internship positions with the campaign for the Fall. Interns will work directly with all senior staff on a range of projects, including, but not limited to fundraising, scheduling, voter outreach, and office administration.

Candidates should be motivated self-starters, with excellent communication skills and an interest in electoral politics. Internships will be located in our Tucson office.

Interested candidates can send resumes to:
bruce@mcsallyforcongress.com<mailto:bruce@mcsallyforcongress.com>
Student Services

Click [here](#) to learn more about tutoring services and everything else the Think Tank provides.

- Stop By THINK TANK located at [Bear Down Gymnasium](#)
- Phone: (520) 626-0530
- Email: [sls-Thinktank@email.arizona.edu](mailto:sls-Thinktank@email.arizona.edu)
- Facebook: [http://facebook.com/UATHINKTANK](http://facebook.com/UATHINKTANK)
- Twitter: [http://twitter.com/UATHINKTANK](http://twitter.com/UATHINKTANK)

- THINK TANK is the place to go for Math & Science tutoring, the Writing Center, and Weekly Course Reviews, Supplemental Instruction, Academic Skills tutoring and so much more!
- The THINK TANK provides both FREE and fee based services to meet the diverse needs of all UA students.

- **Grad Test Prep at THINK TANK**
  - GRE, GMAT, or LAST
  - Click [here](#) to learn more, see their flyer [here](#).

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We are committed to promoting health, wellness and safety at the University of Arizona and in the surrounding community by providing quality medical and mental health care, outstanding health education, while assisting the institution in health-related policy development. Campus Health is fully accredited by the Accreditation Association for Ambulatory Health Care, Inc.

Click [here](#) for complete Campus Health information.
For hours and locations click [here](#).
Academic Advisors

To see your Academic Advisor click here for their contact information. You can also schedule an appointment with your advisor by logging into SBS WiseAdvising here.

Reminder: Don’t forget to check your UA email often, important updates go directly to that email!

Have a successful semester!