



GUIDELINES 2026

Who can apply?

- Applicant must be of Latvian descent or Latvian **currently** living in the USA age 20 – 29.
- Applicant must be 20 years old by June 1, 2026 and/or
- Applicant must have completed two years of study by June 1.
- Anyone who meets the criteria above can apply to for an internship. ALA grants are available only to residents of the US.

What will the intern have to do?

Dependent on the intern's experience and/or field of study, the intern will be given assignments and responsibilities by the internship mentor/supervisor. Refer to the *Internship Profiles* document to learn what each internship may entail.

Will I be paid?

No.

Can I apply for a scholarship?

Yes. ALA is offering a \$2500 scholarship per intern for US residents. **There is a limited number of scholarships.**

The ALA Internship Program Committee will evaluate the award of a scholarship to candidates who have:

- Submitted all requested documents (**only once all documents have been received is the submittal complete. The earlier the better!**);
- Completed a well written and qualitative application;
- Chosen internships that suit their studies, interests, or skills.

You can apply for an internship and not apply for a scholarship.

An ALA scholarship of \$2,500.00 can only be received once.

If you have previously received an ALA scholarship for a internship in Latvia or the US, you cannot reapply for a scholarship. If you plan to participate in Internship Program in Latvia or the USA in the future, you will not be able to receive a second scholarship.

Tax information

You will receive a 1099-MISC from ALA in January 2027 and may have to report the scholarship amount to the IRS when filing your taxes.

Will ALA find housing for me?

No, each intern is responsible for finding housing and making necessary travel arrangements for the internship.

How good do my Latvian language skills need to be?

Language requirements differ for each internship – refer to the *Internship Profiles* document to find out more. There is only one internship in the USA that requires only English.

How much will I have to work?

The intern must work the equivalent of 160 hours. The period for the internship is to be determined by the employer and the intern, but most internships are completed by August 31.

What other responsibilities are required for the Internship Program?

- All interns will be responsible for contacting via email and a video chat program their internship coordinator.
- All interns will be responsible for sending a weekly/bi-weekly report of hours worked to programs@alausea.org
- All interns will need to prepare a review/summary of at least 500 words about their experience to be published by September 1, 2026.

If an intern refuses the internship or fails to complete the full term of the internship the scholarship must be re-paid to ALA September 1, 2026.

When is the application deadline?

Applications for the ALA Summer Internship Program must be submitted by **February 28, 2026 24:00 EST**.

How can I apply?

1. Complete the *Internship application form* available on the ALA webpage no later than February 28.
<https://alausea.org/musu-darbiba/mes-un-latvija/prakses-programma-latvija-un-asv/>
2. Organize a *Letter of Recommendation* from a professor or employer to be sent no later than February 28. to Liga Ejups at programs@alausea.org. Applicant is responsible for confirming Letter of Recommendation has been sent.
3. All candidates must be/become ALA members by February 28. To become a member:
<https://alausea.org/piedalies/iestajies-ala/>
4. Must write a *Motivation Letter* to be sent to Liga Ejups at programs@alausea.org
5. If applying for an ALA scholarship, print, complete, and mail (post - NOT EMAIL) at
<https://www.irs.gov/pub/irs-pdf/fw9.pdf> by February 28 to the American Latvian Association, 400 Hurley Ave., Rockville, MD 20850-3121

By completing a submission for the ALA Internship Program, you are applying an internship job. Please fill out the form carefully. If all the necessary documents have been submitted, the application for participation in the program will not be considered.

Can I choose which internship I would like?

We recommend that the applicant choose a 1st, 2nd, and 3rd preference when filling out the application. ALA will try to accommodate applicants' preferences, but cannot guarantee a 1st choice.

If more candidates for an internship apply, the "Internship Program USA" ALA committee will evaluate the submitted application forms according to the following criteria:

1. Quality of application
2. Whether the selected internships correspond to the candidate's training, interests, or abilities.

When is the application deadline?

Applications for the ALA Summer Internship Program (in the U.S.) must be submitted by **March 1, 2025 24:00 EST**.

When will I find out whether I have been hired for an internship and where I will work?

Applicants will be notified via email by March 15 regarding an internship placement.

If I have asked for the scholarship, when should I receive the money?

The ALA office will mail out your check when you have accepted the offered internship position.

Contact with more questions: Liga Ejups at programs@alausea.org