

The Paul A. Kaplan Theatre Management Program Application

Name:

Preferred Contact Phone:

Is this a cell phone? Y / N

Secondary Contact Phone:

Is this a cell phone? Y / N

E-mail address:

Are you eligible to work in the United States? Y / N

If not currently eligible to work in the U.S. you understand that you will need to be able to provide proof of employment eligibility if accepted into the program? Y / N

Are you available for an interview in NYC during a one month period following the application deadline? Y / N

If yes, give dates/times available (Note: MTC does not conduct interviews on evenings or weekends. Interviews begin approx. 10 days after the application deadline and can continue for up to 2 months.);

Circle the season for which you are applying (circle only one):

FALL

SPRING

SUMMER

If you are selected for an internship, would you potentially be able to stay on for the following semester? Y / N

DEPARTMENTS FOR WHICH YOU ARE APPLYING

Please check the website to make sure that all of the departments for which you are applying are available in the semester for which you are applying – also, please do not use this form for PA positions, they must be applied for separately through crew_search@mtc-nyc.org.

- 1.
- 2.
- 3.
- 4.

TO COMPLETE YOUR APPLICATION ATTACH:

1. A cover letter that includes your top three departmental preferences and your reasons for applying.
2. A professional work résumé that lists:
Education & training, work history, theatre/arts experience, and computer skills, if any
3. One letter of reference. It is preferred that your application arrives as a complete packet, however, letter of reference will be accepted separately.

List reference name here:

- 1.

Attached or sent separately: _____