

Dear Music Therapy Student:

We appreciate your interest in our Music Therapy Clinical Training Program at Langley Porter Psychiatric Hospital and Clinics. Internship positions are usually scheduled to begin in July and January and last for a period of six months, full-time (1,040 hours). Internships are designed to meet the requirements established by the American Music Therapy Association in preparation for graduation and Board Certification in Music Therapy (MT-BC). If you are interested in a music therapy internship position, please submit the following application materials:

1. A resume of previous volunteer and work experiences (please include a cover letter)
2. Official transcripts of grades
3. A description of your coursework (usually the university prints a pamphlet describing what courses are required for a degree in music therapy)
4. Three letters of reference
5. A statement from the director of your Music Therapy Department verifying your anticipated completion of coursework and approving your application for internship here (This can be in one of the three letters of reference).

Please also include a cover letter introducing yourself and describing your interest in this clinical population.

We ask that you complete the application process at your earliest convenience.

Once all the application materials have arrived, I will contact you in writing or by telephone regarding your application. Please do not hesitate to contact me at (415) 476-7593 if you have any questions concerning the internship or the status of your application. You may also reach me by e-mail at: Tom.Benson@ucsf.edu.

Attached you will find a description of our internship program. Please note that the internship at this setting requires prior experience (volunteer, practicum or professional) in working with an adult psychiatric population. **We also require that interns acquire their own professional liability insurance (information regarding liability insurance is provided through a link on the AMTA website, www.musictherapy.org).**

I look forward to reviewing your application and discussing future career goals with you.

Sincerely,

Tom Benson, MT-BC
Music Therapy Internship Director, Box REH 0984
Langley Porter Psychiatric Hospital and Clinics
401 Parnassus Ave.
San Francisco, CA 94143-0984