The Plan2News is delivered via email every Tuesday and Friday. You can also view the pdf version online at the Plan II website.

**ITEMS IN BLUE ARE NEW; ITEMS IN RED ARE LAST CHANCE**

---

**PLAN2NEWS**

1. Plan II Formal
2. Thesis advising and registration
3. UPDATE: Organic Chemistry & Plan II Physics Substitution
4. Plan II seeks Plan2News editor
5. Plan II seeks office receptionists
6. Volunteers needed for Plan II Graduation Ceremony
7. Shakespeare at Winedale
8. Upper-division U.S. History writing course

**ACADEMIC ANNOUNCEMENTS**

1. Student tickets $10 for Joan Jonas performance
2. Inspire Leadership Program now accepting applications
3. Apply for summer internship credit
4. Job search training program
5. LACS career courses
6. Liberal Arts Entrepreneur Course
7. Alcohol and Other Drug Education Program seeks peer educators
8. University Extension course registration open for summer, fall
9. Spanish-speaking interviewers needed for research
10. Stark Center KHE 327L Fieldwork Class
11. Apply to join Peers for Pride
12. Book a Peers for Pride facilitation
13. Beltway course on Washington, D.C.
14. Intellectual Entrepreneurship (IE) "Pre-Graduate School Internship"
15. Peace Corps coffee talks

**STUDY ABROAD**

1. Casa Herrera program in Guatemala
2. Faculty-Led Study Abroad Programs

**EMPLOYMENT AND INTERNSHIPS**

1. Internship with UT Immigration Clinic
2. Become an ACE tutor
3. Center for Public Policy Priorities’ summer internship opportunities

**USEFUL MISCELLANY**

1. About Plan2News
2. Submitting to Plan2News

---

**WEEKLY EVENTS**

**FRIDAY**

- Plan II Formal from 7 - 11 p.m.
- The Ransom Notes A Cappella spring concert from 7:30 - 9 p.m. in Jester Auditorium

**TUESDAY**

- **ON THIS DAY, 1884:** Harry S Truman was born

**WEDNESDAY**

- **ON THIS DAY, 1994:** Nelson Mandela became South Africa’s first black president

**THURSDAY**

- Free “Curtain Up! Hats Off to Broadway” showcase from 7:30 - 9:30 p.m. in Lab Theatre (LTH)

---

HAVE A FANTASTIC SUMMER, PLAN II!

*Barton Springs at Zilker Park*
4. Plan II seeks Plan2News editor
Friday, May 18 at 4:30 p.m.

Plan2News is seeking a Plan II student to be editor for the 2012-2013 academic year. This position requires between 2 and 5 hours of work per week and pays $9 per hour.

Scheduling is flexible. Previous experience with publications or design is welcome but not required, as is familiarity with Macs and the programs Microsoft Word, Microsoft Outlook, and iWork Pages. Training will be provided. To apply, please complete an application, which is available at the Plan II front desk or online at http://www.utexas.edu/hr/forms/student_nonbenefits_eligible_emp_app.pdf.

Please note on the application that you are applying for the Plan2News editor position. Applications are due to the Plan II receptionist no later than 4:30 p.m. on Friday, May 18, 2012. If you have any questions, please e-mail planinewsletter@austin.utexas.edu.

5. Plan II seeks office receptionists
Friday, May 18 at 4:30 p.m.

Plan II Honors is seeking receptionists for the fall 2012 semester. Pay is $8 to $10 per hour, depending on experience and credit hours. Scheduling is flexible: shifts are available on Tuesdays and Thursdays and MWF afternoons. Previous experience is welcome but not required. Training will be provided. To apply, please complete an application, which is available at the Plan II front desk or online at http://www.utexas.edu/hr/forms/student_nonbenefits_eligible_emp_app.pdf.

Please provide your fall class schedule along with the application. Applications are due to the Plan II receptionist no later than 4:30 p.m. on Friday, May 18, 2012. If you have any questions, please e-mail Elsie Rebolloso:
elsiegr@austin.utexas.edu

6. Volunteers needed for Plan II Graduation Ceremony
Saturday, May 19, 8 a.m. - 1 p.m.

We need volunteers to greet and guide family members, as well as golf-cart drivers for the upcoming Plan II Graduation Ceremony on May 19th.

At least three volunteers are needed to help with these tasks and any other 'gopher' jobs that may come up. There's no pay, but you'll get fed, and it will be lots of fun! The graduates and their families will really appreciate seeing you there.

Please contact Plan II graduation coordinator Phillip Dubov at dubov@mail.utexas.edu to volunteer or with any questions or concerns.

7. Shakespeare at Winedale
Saturday, June 9 - August 14 (August 28)

Professor James Loehlin has a limited number of slots remaining available in the summer 2012 Shakespeare at Winedale class. Students interested in spending this summer in an intensive Shakespeare-in-performance program should contact Professor Loehlin at jnloehlin@mail.utexas.edu to discuss the program and the application process.

This summer's students will study and perform A Midsummer Night's Dream, The Winter's Tale and Coriolanus at the Winedale Historical Center between June 9 and August 14, with touring performances following up to August 28. Students receive six hours of credit for English 678 A & B.

8. Upper-division U.S. History writing course


Rather than treat business as isolated from society or as simply acting on society, this course examines the mutual influences of business on society and society on business. Potential topics include enterprise and the environment; the problem of failure; entrepreneurs’ philanthropy; the rise of conservative politics; discrimination; and social reform. Readings will focus on the history of the United States since the nineteenth century.

Students will write four or five essays. The written assignments will count for approximately 75 percent of a student's
final grade. Class discussion will count for roughly 25 percent of a student’s final grade.

Possible readings include:
- Scott Sandage, Born Losers
- Richard White, Railroaded
- Douglas Sackman, Orange Empire
- Kim Phillips-Fein, Invisible Hands
- Shane Hamilton, Trucking Country
- David Nasaw, Andrew Carnegie

*note that prerequisites require upper-division standing and completion of six hours of any history.
If you only have 3 hour of UT history, then e-mail us and we’ll consider an exception.

Questions? E-mail history-advisors@utlists.utexas.edu or visit the History Academic Advising Office in GAR 1.140.

ACADEMIC ANNOUNCEMENTS

1. Student tickets $10 for Joan Jonas performance
Friday, May 4 and Saturday, May 5
8 p.m at the McCullough Theatre

Joan Jonas is a national treasure, one of the most important performance and video artists of her generation. Jason Moran, the composer and performer of the music that accompanies The Shape, the Scent, the Feel of Things is an equally well-known jazz pianist and composer. He received a MacArthur Fellowship in 2010. This performance is based on the writings of the art historian Aby Warburg, including his 1923 lecture entitled "Images from the Region of the Pueblo Indians of North America."

Tickets are only $10 dollars for students (show ID at the box office)! The performance is also a headliner for the Austin Fusebox festival, a week-long annual festival of contemporary international performance, dance, and theater.

2. Inspire Leadership Program now accepting applications
Friday, June 1

Inspire is a three-year program (sophomore to senior) sponsored by the Center for Women’s and Gender Studies at UT Austin that motivates and supports students in the classroom, on campus, and in community leadership roles. The program offers young women opportunities to develop leadership skills by benefiting from the experiences of successful female mentors, engaging in service learning in supportive community settings, and working with other young women in environments that foster support and community in a diverse group across disciplines.

Inspire is accepting applications for fall, 2012. Women students from any major who will be sophomores in the fall are encouraged to apply by June 1!

More information and the application are available on our website:
http://www.utexas.edu/cola/centers/cwgs/Leadership/INSPIREEmpoweringTexasWomenLeaders.php

3. Apply for summer internship credit
Application and enrollment deadline:
Monday, June 4

Earn credit for your summer internship!
Find more information here:
http://www.utexas.edu/cola/orgs/lacs/Students/Courses/Internship.php

4. Job search training program
Wednesday, May 16 from 12 - 2 p.m.
PAR 203
RSVP required

Come to the Beyond the Tower Boot Camp “Resumes, Interviewing & How To Marketing Your Degree.”

Need a job but don’t know where to start? If you are graduating this May or later this year, sign up for our job search crash course: Beyond the Tower Boot Camp. Our boot camp offers a quick and easy way to get all the information you need in one afternoon. Arrive with a pen and paper, leave with a career plan.

Beyond the Tower Boot Camp is a 2-hour intensive job search training program designed to help you:
- present your academic and professional interests and strengths to recruiters;
- craft compelling resumes and cover letters;
- improve your interviewing and networking skills; and
- explore various career research and job posting sites.

Topic Descriptions:
- Marketing Your Liberal Arts Degree - Designed to help you better understand the value of your liberal arts degree, and to provide you the tools to help articulate your strengths to employers.
- Resumes & Cover Letters - Learn how to write a resume and cover letter that will get an employer’s attention and perhaps lead to an interview!
- The Job Search - Not sure how to research your employment options? We’ll equip you with the resources and information to get started!
- Interviewing – Walk away with an interview strategy to help you get that job you want.

How to sign up:
Seating is limited. To reserve your space, RSVP via your BTT Gateway account.

Questions? Contact us at lacs@austin.utexas.edu or (512)71-7900.

5. LACS career courses
LACS is offering a variety of career courses for Liberal Arts majors this summer and fall.

Summer 2012
- Internship Courses: LA 320wb, LA fl10wb & LA s110wb

Fall 2012
- Internship Courses: LA 320wb & LA 110wb
- The Liberal Arts Entrepreneur: LA 325
- Liberal Arts Major in the Workplace: LA 101L

6. Liberal Arts Entrepreneur Course
Thinking about starting a business? If so, consider applying to LA 325: The Liberal Arts Entrepreneur. This fall 2012 course is designed to help you build your business idea into a business plan.

More information is available here: http://www.utexas.edu/cola/orgs/lacs/Students/Courses/Entrepreneurship.php

7. Alcohol and Other Drug Education Program seeks peer educators
Interested in gaining valuable experience while serving your fellow students? Want to get more involved on campus?

The Alcohol and Other Drug Education Program (ADEP) is recruiting UT students to serve as peer educators for the upcoming year! We are considering applications on a rolling basis, looking to build a strong team that can help promote positive social norms and responsible alcohol use on campus!

ADEP Peer Educators:
• Earn academic credit with a service learning designation--up to 5 credit hours--for classroom and volunteer work!
• Secure an excellent source for letters of recommendation
• Enhance resumes by demonstrating an attitude of community service
• Have fun interacting with like-minded people in a small group setting
• Help fellow Longhorns be safer & smarter when it comes to health choices

For more information and to apply, visit: http://www.surveymonkey.com/s/R26NXLR.

Apply online now! Applicants will be interviewed on a rolling basis until all available slots are filled!

8. University Extension course registration open for summer, fall
University Extension (UEX) offers open enrollment to a wide variety of courses from the course inventory of The University of Texas at Austin. Registration is now open for UEX’s Summer and Fall 2012 classroom and online cohort courses.

UEX grades are provided on an official university transcript and included in one’s cumulative UT GPA. Financial aid can be used to pay for semester-based classroom courses. Check with the financial aid office before registering.

To view summer and fall course options and register, go to http://uex.webhost.utexas.edu/courses.html.

Looking for a self-paced online course? UEX offers nearly 60 self-paced online courses that can be started at any time, from anywhere. Start a class now, and you could be finished before the fall semester begins.

Questions? Call or e-mail Sunshine Barber at (512) 471-2900 or uexinfo@austin.utexas.edu.

9. Spanish-speaking interviewers needed for research
Summer 2012 and 2012-2013 academic year
Dr. Su Yeong Kim, a faculty member in the Department of Human Development and Family Sciences, College of Natural Sciences, is conducting a research study on Mexican American children and families. Our goal is to understand how children who translate between Spanish and English for their English-limited speaking parents affects children’s academic and socio-emotional development.

We are seeking undergraduate research assistants to recruit families over the phone and interview families in-person. We seek students with strong Spanish language skills to be research assistants in our project. Students can receive course credit through HDF 355, a research practicum course, for their work on the project. Non-HDF majors and use HDF 355 as an elective course for their degree plan.

We are seeking interviewers for Summer 2012 and during the 2012-2013 academic year. Students with strong Spanish language skills can email Dr. Kim at sykim@prc.utexas.edu for more information.

10. Stark Center KHE 327L Fieldwork Class
The H.J. Lutcher Stark Center for Physical Culture & Sports offers KIN 327L fieldwork positions every semester for undergraduate students interested in sport history, art history, American history, archival projects, research, journalism, cataloging, inventory record-keeping, and digitization. The students receive experience in a variety of tasks, from working the information desk to cataloging library material and other various projects.

The Stark Center is home to several extensive and valuable collections spanning the fields of strength training, physical education, sports, alternative medicine, and ergogenic drugs. As a research center and Olympic Studies Institute at the University of Texas at Austin—one of the nation’s major research universities—the Stark Center is dedicated to acquiring and providing access to archival materials in the fields of physical culture and sports, supporting and conducting research in disciplines concerned with health and high performance, and educating the public about the cultural and scientific significance of physical culture and sports through publications, web-based initiatives, and museum displays.

For more information about the Stark Center or questions about the fieldwork class, please visit: www.starkcenter.org or stop by in person at NEZ 5.700 during business hours. You may also email Ana Gonzalez at ana@starkcenter.org for any questions.

11. Apply to join Peers for Pride
Are you interested in learning more about LGBTQA identities? Do you want to make a difference for LGBTQA people at UT and beyond? Are you interested in learning more about how to have conversations on topics we are often socialized not to discuss?

Then you may be interested in joining Peers for Pride! It is a peer facilitation program offered through the year for academic credit. Students write a monologue during the first semester and during the second semester students perform the monologues and facilitate conversations in character.

If you are interested in applying or have questions, please email the GSC Education Coordinator, Shane Whalley, at swhalley@austin.utexas.edu.

12. Book a Peers for Pride facilitation
Faculty, staff, and campus organizations: Are you looking for an innovative way to have conversations about the issues facing the LGBTQA communities?

Peers for Pride is a peer facilitation program that uses monologues as a way to start conversations about the issues facing the LGBTQ communities. Students perform their monologues have a conversation with the audience in character.

To find out more information or schedule a workshop, please email the GSC Education Coordinator, Shane Whalley, at swhalley@austin.utexas.edu.
13. Beltway course on Washington, D.C.
Tuesday, May 29 - June 1

Welcome to the Beltway is a four-day crash course on working and living in Washington, D.C. UT System students and recent alumni will meet and mingle with D.C. Texas Exes to learn about a variety of careers in the nation’s capital. The program takes place May 29th-June 1st and is open to all UT System undergraduate and graduate students, as well as recent alumni. The program fee is $300. The program is a great way for students to network and make connections in D.C.! For more information or to register for the program, students should visit http://dctexasexes.org/wtb.html.

14. Intellectual Entrepreneurship (IE) "Pre-Graduate School Internship"

Are you thinking about whether graduate school is in your future? Are you uncertain about what it would be like to be a graduate student and what academic program may be suited best to your interests and career goals?

If your answer to these questions is yes, you may wish to consider undertaking the Intellectual Entrepreneurship (IE) "Pre-Graduate School Internship." This internship is open to students in all UT colleges/schools and departments. You may earn one, two or three hours of academic credit (CMS 164M/264M/364M) by participating in the internship.

You may read more about this program (including FAQ’s, examples of internship activities and an easy to complete internship contract) on the web: http://communication.utexas.edu/ie/.

NOTE: Because of the generosity of several UT deans, undergraduates who do their pre-grad internship in programs in the following colleges will be eligible to receive travel grants to help cover part of the cost of attending an academic conference (with their grad mentor)—Affairs, Communication, Engineering, Liberal Arts, Pharmacy, Business, Social Work, Education, Natural Sciences, Fine Arts.

A wonderful UT web feature about this program is at: http://www.utexas.edu/features/2008/ie-2/

If after examining these materials you have questions, feel free to contact Rick Cherwitz, IE Director, at: spaj737@uts.cc.utexas.edu.

15. Peace Corps coffee talks
Every first and third Wednesday
5:30 - 6:30 p.m.
Starbucks (504 W. 24th St.)

UT students, staff and alumni are invited to a Coffee Talk with former Peace Corps volunteers and the UT recruiter to learn more about the Peace Corps and to hear some great stories!

STUDY ABROAD

1. Casa Herrera program in Guatemala
Application deadline: Tuesday, May 15

What do you get?
- Up to 12 credits, including 3 hours of Spanish
- Housing with host families
- Most meals Monday-Sunday
- All field trips
- Cell phones
- Emergency support services

The Casa Herrera is a 17th Century colonial mansion that has been fully restored to serve its mission to create new opportunities for education, research, and community engagement related to the art and culture of Mesoamerican, Maya, and Pre-Columbian studies: http://www.utmesoamerica.org/casa/spring-2013.

The Spring 2013 program in Antigua will accommodate students from the University of Texas at Austin and other universities. There is a program fee of $5975 for this program. The fee includes:
- Housing with host families
- Most meals Monday-Sunday
- All field trips
- Cell phones
- Emergency support services
- Orientations
- Tuition for the language classes

Scholarship applications are available at information session and outside Art + Art History Undergraduate Offices, ART 3.342.

2. Faculty-Led Study Abroad Programs

The Study Abroad Office is pleased to announce the following Faculty-Led Study Abroad Programs for 2013. Please note that this announcement reflects only

the programs administered by the Study Abroad Office, and many other options are available to students each year. Please visit the SAO website for a complete listing of available programs: http://world.utexas.edu/abroad/programs. The website will be continue to be updated throughout the summer.

MAYMESTER 2013
- Vienna, Austria – Introduction to Engineering Design and Graphics (ME 302/ME 210 and UGS 119 taught by Prof. Billy Wood).
- Vienna, Austria – Memory and The City (AMS 315/EUS 360/GRC 311/ HIS 306N/URB 305 and LA 119 taught by Dr. Steven Hoelscher).
- (various) China – Reporting China, A Foreign Correspondent’s Workshop (J 349T/ J395 and COM 119 taught by Prof. Tracy Dahlby).
- Beijing, China – History of Social Entrepreneurship in China (HST 317L and LA 119 taught by Dr. Leonard Moore and Dr. Ge Chen)
- Prague, Czech Republic – Documentary Photography (J 370K/ J 395 and COM 119 taught by Prof. Dennis Darling).
- Prague, Czech Republic – Reading Prague: Literature, Art and History (SLA 325/GRC 327E/HIS 362G/ JS 364/REE 335/RS 357 taught by Dr. Veronika Tuckerova).
- Hong Kong - International Advertising: Media Landscape in Asia (ADV 334 taught by Dr. Wei-Na Lee).

SUMMER 2013
Gordon) Juliet Hooker and Dr. Edmund Graves).  
Central America (AFR 374 E/LAS Caribbean Politics and Culture in Bluefields, Nicaragua – Afro-Graves).  
coordinated or Dr. Jeanne Freeland-(NTR 353 and ITL 319S taught or Syracuse, Italy – Nutrition in Italy Mickey and Prof. Charles Otte).  
320L taught by Dr. Ann Johns and 319T/ART 320K/ART 379T/ART Learning Tuscany (ARH 374, ART 352, SPN 365K taught or coordinated by Dr. Celina Nevarez.  
Courses in English:  
• Session I: Engineering Communication (CHE f333T/ME 333T/EE 333T/CE 333T/BME 333T taught by Dr. D’Arcy Randall).  
• Session I: Genetics in Spain (BIO f325 taught by Prof. Martin Poenie).  
• Seville, Spain – Evolution: An International Perspective (BIO 370 and SPN 319S taught or coordinated by Dr. Mark Bierner).

EMPLOYMENT AND INTERNSHIPS

1. Internship with UT Immigration Clinic  
Application deadline: Friday, May 4, 1012

An unpaid internship for the 2012-2013 academic year at the UT Immigration Clinic will be sponsored through the Bernard and Audre Rapoport Center for Human Rights and Justice (http://www.utexas.edu/law/academics/centers/humanrights/). The commitment for the intern involves 10 hours per week of work in the Immigration Clinic. Hours are divided to support the various aspects of the Clinic’s work.

The Immigration Clinic provides crucial representation to vulnerable low-income immigrants. The cases handled by the Clinic are diverse and illustrate the breadth of immigration practice. The Clinic has handled cases for clients from, among other countries, Colombia, El Salvador, Eritrea, Guinea, Uzbekistan and Zimbabwe. The Clinic’s cases range from asylum claims based on political persecution or religious, ethnic or gender-based violence to claims of United States citizenship by individuals born abroad to U.S. citizen parents whose status has not been recognized by immigration authorities. An important component of the Clinic’s caseload involves work at the T. Don Hutto Detention Center in nearby Taylor, Texas. The controversial facility previously held families and now holds women immigrants. For more information, see the clinic website (http://www.utexas.edu/law/academics/clinics/immigration/).

This internship would be an ideal position for students interested in applying to law school and/or working in the fields of immigration and human rights.

Details for the internship position follow:

PREFERRED QUALIFICATIONS: Command of the Spanish language, demonstrated organizational skills, demonstrated regular and punctual attendance at work and professional demeanor, as well as experience with internet research, printers, Microsoft Word. A strong preference will be given to students taking pre-law courses or planning to pursue a career in law.

PURPOSE OF THIS POSITION: To provide support to Immigration Clinic faculty and students through case work, research, translation and interpreting (English-Spanish). Assist with other projects and tasks directly related to clinic work as assigned. The intern should be ready to start this position no later than September 2012.

TO APPLY PLEASE SEND A COVER LETTER, TRANSCRIPT AND RESUME TO: Sonja Hartley (shartley@law.utexas.edu) by May 4, 2012.

Application package should include a resume indicating language and computer skills, a cover letter stating why you are interested in this position, and a copy of your most recent transcript. Please make sure that you demonstrate basic knowledge of our programs in your cover letter (visit the website). We will be interviewing applicants in mid-May. If you have any questions, please email us at shartley@law.utexas.edu.

2. Become an ACE tutor
ACE: A Community for Education provides low-income schools with highly trained AmeriCorps tutors to ensure that children advance to grade level in reading
before third grade. ACE members serve as reading tutors for students in kindergarten through 2nd grade and work with 9 to 11 students one-on-one each day who need assistance in reading. Tutors will implement 20- to 25-minute research-based lessons, conduct assessments, and collect weekly data to ensure that each student is on track to reading success.

In 2012-2013, we anticipate hiring 80 full-time members as ACE tutors. For more information and to apply online, go to: http://www.utdanacenter.org/ace/getinvolved/index.php.

Requirements:

• Minimum of two years of college
• U.S. citizen or lawful permanent resident alien
• A car is required, because some sites and meeting places are not accessible by bus routes.
• Basic computer skills
• Proficient in reading, writing, and speaking English
• Bilingual applicants must be proficient in reading, writing, and speaking Spanish.
• Desired Qualities
• Interest in becoming a teacher or assisting struggling readers
• Experience tutoring or working with children
• Dedication to service
• Flexibility, responsibility, organization, professionalism, and promptness
• Commitment to working long hours and some weekends
• Work well with others

Benefits:

• Alternative Teacher Certification Opportunity
• Living allowance of $12,100
• $5,500 Segal AmeriCorps Education Award, upon successful completion of the term of service
• Health benefits are provided to full-time members who are not currently covered by another policy. (Download AmeriCorps health benefits information.)
• Loan Forbearance of Qualified Federal Loans
• Professional development

For information about our program or about becoming an AmeriCorps ACE member, please e-mail ace.info@austin.utexas.edu.

3. Center for Public Policy Priorities’ summer internship opportunities

The mission of the Center for Public Policy Priorities’ internship program is to prepare highly motivated graduate students committed to improving public policies for low- and moderate-income Texans. The center’s internship program prepares interns for entry into the nonprofit policy world by training them to conduct rigorous data and policy analysis, develop effective communications strategies, and build financial support for this important work. You can learn more about the center at www.cppp.org.

Available Summer Internships:

• Economic Opportunity Internship
• Health Policy Internship
• KIDS COUNT Internship

View the full internship descriptions online. The center is an equal-opportunity employer and encourages all qualified applicants to apply.

MISCELLANY

1. About Plan2News

Plan2News is published on Tuesdays and Fridays during the semester for students currently registered in Plan II and others associated with Plan II who send their e-mail addresses to planinewsletter@austin.utexas.edu. News items for the letter include announcements from the Plan II office and the Plan II Student Association and performances and exhibits by Plan II students.

Read the newsletter to learn about courses, registration, advising, job opportunities and special events.

2. Submitting to Plan2News

Please keep in mind that although Plan2News enjoys a substantial and diverse readership, its circulation is still relatively small. It should not be relied upon as the sole advertisement for a position or an event. To reach a wider audience, please use university-wide electronic and paper advertising outlets.

Personal and political announcements will not be published in Plan2News. Job and internships announcements must be sent to the Liberal Arts Career Services office, after which they may be considered for publication in the newsletter.

To place a news item in Plan2News, you must do the following:

• Type your news item in the body of an e-mail to planinewsletter@austin.utexas.edu.
• In the subject line, write “Plan2News” exactly.
• Give the name of a contact person with phone number or e-mail address.
• Provide an activity date or a deadline.
• Do not use “we” or “I.” Please write your submission in third person.
• Write in complete sentences and use correct grammar.
• News items will run until your deadline or through two issues of the newsletter if no deadline is provided.
• The text of submitted newsletter items (including job and internship postings) must be fewer than 150 words, not including headline and contact information. Please edit your entries to this length before submission. An overly lengthy entry will be returned to its sender and will not appear until this standard is met.
• Send your news item to planinewsletter@austin.utexas.edu no later than 3 p.m. on Monday (for the Tuesday letter) or 3 p.m. on Thursday (for the Friday letter). The 3 p.m. deadline is final. Do not send your message to any other address.
• No one else can approve news items postings) must be fewer than 150 words, not including headline and contact information. Please edit your entries to this length before submission. An overly lengthy entry will be returned to its sender and will not appear until this standard is met.
• Send your news item to planinewsletter@austin.utexas.edu no later than 3 p.m. on Monday (for the Tuesday letter) or 3 p.m. on Thursday (for the Friday letter). The 3 p.m. deadline is final. Do not send your message to any other address.
• No one else can approve news items for inclusion in the Plan II newsletter and no other address will be used to receive entries.

Half-time (PAL) tutor positions are also available: http://www.utdanacenter.org/ace/getinvolved/paltutor.php.