

One application. One next step.

An original InternshipDeadlines worksheet for your weekly application check.

Check

Write your answer

Exact program / department / term

Official posting or program link

Required condition I need to confirm

Application opens

My materials are due: date / time / zone

References are due: date / time / zone

My preparation target - my choice, not an employer
deadline

Source last checked successfully

What I completed since the last check

One next task / when I will do it

Before you finish: keep applicant and reference dates separate. Preserve unknown dates. Check the official instructions again before submitting. Save the employer's confirmation when available.

Next time: read the source, record a supported change, check what you completed and choose your next task. Move ended windows into history.

Share this blank sheet; keep your completed record private.

[2027 internship deadlines and official sources](#) | [Weekly workload planner](#)

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