



## Participation Information

Bank Name: \_\_\_\_\_  
Internship Program Supervisor/Mentor Contact:  
Name & Title: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## Internship Program Registration

**VBA Program Cost:**  
\$235 X \_\_\_\_\_ = \$ \_\_\_\_\_  
(# of interns) (total payment)

**ABA Course(s) Cost\*:** *\*If applicable. Please see page 3 for more information on ABA Course options and to make your selections.*  
\$ \_\_\_\_\_  
(total for all participating interns)

**Total Registration Fee Enclosed: \$ \_\_\_\_\_**

- Please email an invoice for the program cost to the email address listed above.
- Check or money order made payable to VBA is in the mail. Please mail check or money order to:  
Virginia Bankers Association  
Attn: Gail Queen  
4490 Cox Rd  
Glen Allen, VA 23060

Please charge to my credit card.  
 VISA  MasterCard  AMEX  Discover

Card Number: \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_ Signature: \_\_\_\_\_

*\*Please complete the intern information on the next two pages before submitting these forms.*

# Intern Information



*Please copy this sheet to register more than one intern.*

Please complete the following information about the intern you plan to host this summer. Please note that information can be changed at any time.

Name: \_\_\_\_\_ Personal email: \_\_\_\_\_

Bank email: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Internship start date: \_\_\_\_\_ End date: \_\_\_\_\_

Our internship program will be:  Fully in-person  Fully virtual  Combination of in-person and virtual

College/University: \_\_\_\_\_

Rising Freshman  Rising Sophomore  Rising Junior  Rising Senior  Graduate Student  Other

Please list any dietary restrictions: \_\_\_\_\_

Internship focus area/department: \_\_\_\_\_

Which of the in-person events will the intern attend\* (both will take place at the VBA office from 10 a.m. - 3 p.m.)?

Intern Orientation on May 31st  Mid-Summer Meet Up on July 11th  TBD

*\*Please note, certificate seeking interns must participate in at least one of the in-person events and at least three of the virtual VBA events.*

Is this intern a former VBA Bank Day Scholarship Program participant?

Yes  No  Not Sure

Is this intern's resume attached?

Yes  No - will send at a later date

If known, please select which capstone project the intern will complete.

- Option #1: Fintech: Disrupter or Partner?
- Option #2: Ideal Location for a New Bank Branch
- Option #3: Banks & Social Media: How to Use these Platforms to Engage, Retain and Attract Customers
- Option #4: Attracting the Next Generation as Customers and/or Employees
- Option #5: Banks: The Cornerstone of the Community
- Option #6: The Bank of the Future
- Option #7: Serving the Underbanked and Unbanked
- Option #8: Cryptocurrency/Digital Currency: Disruptor or Partner?
- Option #9: New Financial Literacy Opportunities & Engagement Ideas
- Other topic decided upon by the bank: \_\_\_\_\_
- He/she will complete a capstone project but we will determine the topic at a later date.

*On the next page, please complete the online training course information for each intern.*

# Intern Information - Online Training



Please copy this sheet to register more than one intern.

Intern Name: \_\_\_\_\_

This intern will:

Complete an ABA online training course (make selection below).

Complete an equivalent online banking industry training. Please attach the following information for VBA approval:

Name of training provider, name of online course, brief course description, and estimated amount of time spent to complete course.

| Function Area   | ABA Course Name - Please see the ABA Course Options document for more information on each of these courses.         | Intern Rate        | Please Indicate Selection  |
|---|---|--------------------|----------------------------|
| General Industry  | Banking Basics Suite  | \$395              | <input type="checkbox"/>   |
| General Industry  | Community Bank Suite: Onboarding Basics   | \$195              | <input type="checkbox"/>   |
| General Industry  | Community Bank Suite: Sales Skills  | \$65               | <input type="checkbox"/>   |
| General Industry  | Community Bank Suite: Foundational Skills   | \$155              | <input type="checkbox"/>   |
| General Industry  | Understanding Consumer Bank Products Suite  | \$115              | <input type="checkbox"/>   |
| Payments  | Payments System Training Suite  | \$195              | <input type="checkbox"/>   |
| Wealth Management & Trust   | Introduction to Integrated Planning and Advice  | \$90               | <input type="checkbox"/>   |
| Wealth Management & Trust   | Introduction to Investment Management   | \$90               | <input type="checkbox"/>   |
| Wealth Management & Trust   | Introduction to Trust Administration  | \$90               | <input type="checkbox"/>   |
| Small Business Lending  | Introduction to Analyzing Financial Statements  | \$280              | <input type="checkbox"/>   |
|   | Fundamentals of Small Business Banking Suite  |                    |                            |
|   | Small Business Borrowing Suite  |                    |                            |
|   | Small Business Products Suite   |                    |                            |
| Compliance*<br><i>*Must complete five of the nine compliance course options to count towards the VBA Certificate of Completion.</i> | BSA/AML: Fundamentals   | \$35               | <input type="checkbox"/>   |
|   | Community Reinvestment Act  | \$35               | <input type="checkbox"/>   |
|   | ECOA and Regulation B: Overview   | \$35               | <input type="checkbox"/>   |
|   | Reg CC: Funds Availability Schedules, Exceptions to Funds Availability Schedules, and Disclosures and Notifications | \$75               | <input type="checkbox"/>   |
|   | Fair Lending  | \$65               | <input type="checkbox"/>   |
|   | Identity Theft Red Flags and Information Security   | \$65               | <input type="checkbox"/>   |
|   | Office of Foreign Assets Control (OFAC)   | \$35               | <input type="checkbox"/>   |
|   | Privacy: Overview of Laws   | \$35               | <input type="checkbox"/>   |
|   | Recognizing and Preventing UDAP   | \$65               | <input type="checkbox"/>   |
|   |   | <b>Total Cost:</b> | <b>Total # of Courses:</b> |