



## Participation Information

Bank Name: \_\_\_\_\_

Internship Program Supervisor/Mentor Contact:

Name & Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## VBA Certificate of Completion Commitment

Interns seeking the VBA Certificate of Completion must complete the following requirements:

- Complete an American Bankers Association (ABA) online training course OR equivalent online banking industry training (must be approved by the VBA). See page 3 for more information.
- Complete a capstone project and presentation.
- Participate in at least four of the virtual VBA events (Intern Orientation and at least three of the weekly Zoom meetings OR at least four of the weekly Zoom meetings).
- Involvement in a community support or volunteer opportunity (banks will determine specifics of this based on opportunities throughout the summer).
- Complete the VBA Internship Program self-evaluation.

## Internship Program Registration

### VBA Program Cost:

\$225 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.*

Please return these forms by **May 21, 2021** by email to [mmcdearmon@vabankers.org](mailto:mmcdearmon@vabankers.org). If you have any questions, please feel free to contact Monica McDearmon at 804-819-4743 or [mmcdearmon@vabankers.org](mailto:mmcdearmon@vabankers.org).

*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

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

Will the intern participate in the Virtual Intern Orientation\* on June 2 from 10:00 a.m. - 12:00 p.m.?

Yes  No

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

*For this project option, banks can have the intern focus on either one or both of the topics listed above.*

- 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: Disrupter or Partner?
- 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: \_\_\_\_\_

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	Banking Fundamentals: The Banking Industry (Facilitated)	1 Course - \$142 2 Courses - \$284 3 Courses - \$395	<input type="checkbox"/>
	Banking Fundamentals: Bank Lines of Business (Facilitated)		<input type="checkbox"/>
	Banking Fundamentals: Building Customer Relationships (Facilitated)		<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"/>
Marketing	Marketing in the Age of Distraction	\$200	<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*	BSA/AML: Overview	\$35	<input type="checkbox"/>
	BSA/AML: Complying with the BSA	\$35	<input type="checkbox"/>
	Community Reinvestment Act	\$35	<input type="checkbox"/>
	EOCA and Regulation B: Overview	\$35	<input type="checkbox"/>
	Reg CC: Funds Availability Schedules, Reg CC: Exceptions to Funds Availability Schedules, and Reg CC: Disclosures and Notifications	\$75	<input type="checkbox"/>
	Fair Lending	\$65	<input type="checkbox"/>
	Information Security and Red Flags	\$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 UDAAP	\$65	<input type="checkbox"/>
		<b>Total Cost:</b>	<b>Total # of Courses:</b>

\*Must complete five of the ten compliance course options to count towards the VBA Certificate of Completion.