

CMC 2012 Sponsored Summer Internship Programs

APPLICATION INSTRUCTION PAGE

International Internships

Keck Center Program

Applications are due to Career Services by Thursday, February 16, 2012 by 12noon

Application packets for all International Internships, including the Keck Center program, must include the following:

- Completed application form
- Resume
- Working copy of transcript obtained from the Registrar's Office (request "unofficial")
- Three (3) Letters of Recommendation: Two (2) faculty and one (1) from a non-faculty member.
- Descriptive/background information on the sponsoring company/organization
- Letter confirming your internship, on letterhead, from the sponsoring company/organization
 - Consular General's report on proposed country (<http://travel.state.gov>)
 - CDC report, if necessary (www.cdc.gov/travel)
 - A detailed budget with an explanation of how it was developed. Budget should include: Round Trip Airfare; Supplemental International Medical Insurance (which includes coverage for emergency medical evacuation); Housing; Food; Local Transportation; ISIC student card fee (www.counciltravel.com); Immunizations; and Incidentals.
- International essay questions - Attach a separate document and limit your answers to ½ typed page per question.
 1. Why are you interested in going to this country? List any previous international experience.
 2. Describe your internship.
 3. How did you find this internship?
 4. Describe your intended living arrangements.
 5. What is the relationship of your internship proposal to your major and career goals?
 6. What have you done to prepare yourself for living and working in this country?

***Include your name on each page of application packet**

***DO NOT STAPLE APPLICATION MATERIALS**

CMC 2012 Sponsored Summer Internship Programs APPLICATION FORM

Name:

Year of Graduation:

Major:

Cell phone or other #:

Email address:

Mailbox #:

Sponsoring Agency/Organization:

Location:

Length of Internship (# weeks):

Check all that apply:

- Nonprofit organization
- Service-oriented position
- Existing internship position
- Government Agency
- International
- Asia/Pacific Rim (see country list)
- Keck Center International Summer Internship

Will you be receiving any compensation from this organization? (if yes, indicate amount)

Have you previously participated in any CMC sponsored internship programs? (if yes, specify program and year)

Indicate your Recommenders:

1) Faculty:

Name:

Department:

2) Faculty:

Name:

Department:

3) Non-Faculty:

Name:

Title:

Proposal Summary (3-4 sentence summary of your proposal):