

2011/2012 National Parliamentary – Congressional Internship Program

Information for Applicants

The program

The National Parliamentary – Congressional Internship Program at the Australian National University (ANU) is offering an exciting opportunity for three outstanding students from Australia's Group of Eight (Go8) universities to travel to Washington DC to intern for a United States senator on the influential U.S. Senate Committee on Foreign Relations.

For a period of up to three months, between December 2011 and February 2012, you will assist the Senator's senior staff develop policy advice and assist with the day-to-day functioning of the office. As an intern, you will have opportunities to attend foreign relations committee hearings, as well as policy briefings held for staff in the U.S. Capitol Building.

Outside of work, you will have the opportunity to attend public lectures at leading foreign policy organisations such as the Brookings Institute, the Heritage Foundation and the Center for Strategic and International Studies. With the White House, the U.S. Department of State and top universities like Georgetown and George Washington all within short distance, you will be at the heart of U.S. foreign policy.

Who is eligible to apply?

To be eligible to apply for the Program, you must:

- Be a currently enrolled honours or postgraduate student at a Group of Eight university; or
- Be a currently enrolled undergraduate student at a Group of Eight University, with a completed degree from an Australian tertiary institution.

Applicants must:

- Have a strong interest in international relations and foreign affairs, particularly the Middle East, Asia Pacific political, security or economic affairs;
- Have at least a Distinction average;
- Be able to meet criteria for a US (J-1 Summer Work Travel Program) visa (refer to website http://canberra.usembassy.gov/exch_visitor_visa.html for more information);
- Hold a Australian passport that has at least 6 months validity; and
- Be fluent in English.

How does the Selection process work?

Ideally students should be active members of their university community and have a strong interest in foreign affairs and trade. If successful, students are expected to act as ambassadors for ANU and Australia while abroad.

Selection will be based upon the following selection criteria:

- Academic history and records
- Personal motivation
- Involvement in university and community activities
- Background in international relations and foreign affairs, particularly the Middle East, Asia Pacific political, security or economic affairs.

Your application will be considered by a selection committee appointed by the ANU. If your application is short-listed you will be invited to interview.

Funding available

ANU will provide funds to cover the US J-1 visa application/processing costs and an allowance for the period of the internship to assist with accommodation in Washington DC.

A return airfare to the East Coast of the United States will be provided by Qantas.

How do I apply?

Complete the following Application Form and forward it electronically to the Program Director Sam.Riordan@anu.edu.au

Completed application forms must be received by **Friday 30 September 2011**

2011/2012 National Parliamentary – Congressional Internship Program

Application Form

1. Personal Details

Student ID

Family Name

Given Names

Date of Birth

(dd/mm/yyyy)

Nationality/Citizenship

Sex

Male Female

Term Address

(Address while at Home University)

Permanent Address

Telephone Number

(Including country code)

Mobile/Cell Number

(Including country code)

Email Address*

**Please note that email will be used as the primary method of contacting applicants*

2. Emergency Contact

Name

Relationship to you

Telephone Number

(including country code)

Mobile/Cell Number

(including country code)

Contact address

Email address

3. Academic Details

What is your university, degree program, major and current year of study?

4. Statement of Purpose

Please write a brief statement of purpose (maximum 750 words) detailing your reasons for applying for the internship. This should include what area(s) of foreign policy legislation interest(s) you the most and why? What you hope to gain from an internship with a member of the U.S Senate Committee on Foreign Relations, and the relevance of the program to your present course of study and/or professional aims.

5. Other Information

Please list any other leadership experience and/or extra-curricular involvement that may be relevant to your application (e.g. Work experience, volunteer activities, community involvement, sporting/cultural achievements)

--

6. Academic Transcript

Please indicate your agreement to the following statement.

<input type="checkbox"/>	I authorise access to my academic transcript; and if nominated, permission to forward it to the senator's office. (Please <u>do not</u> send your academic transcript (original or copies with your application.)
--------------------------	---

7. Declaration

Please indicate your agreement to each statement by clicking in each box to mark it with a cross.

<input type="checkbox"/>	I am a currently enrolled honours or postgraduate student at a Group of Eight university / a currently enrolled undergraduate student at a Group of Eight university, with a completed degree from an Australian tertiary institution.
<input type="checkbox"/>	I have at least a Distinction average
<input type="checkbox"/>	I am able to meet criteria for a US (J-1 Summer Work Travel Program) visa. (refer website http://canberra.usembassy.gov/consular/visas/niv/exchange.html for more information)
<input type="checkbox"/>	I hold an Australian passport that has at least 6 months validity.

8. Submit your application

Please submit your completed application form via email to Sam.Riordan@anu.edu.au

Please ensure you have saved or printed a copy of your application for your own records.

All applications must be received before Friday 30 September 2011