

## **USCC RESEARCH INTERNSHIP APPLICATION**

### **Application Instructions**

Complete the following application form, and enclose your resume, personal statement, writing sample and two letters of recommendation.

Email, mail, or fax your application materials to:

U.S.-China Economic and Security Review Commission  
Attn: Katherine Koleski, Intern Program Manager  
444 North Capitol Street, NW  
Suite 602  
Washington, DC 20001  
Email: [internships@uscc.gov](mailto:internships@uscc.gov)  
Fax: 202-624-1406

*For questions regarding the application, please contact Katherine Koleski at (202) 624-1407 or [internships@uscc.gov](mailto:internships@uscc.gov).*



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**U.S.-CHINA ECONOMIC AND SECURITY REVIEW COMMISSION  
 RESEARCH INTERNSHIP APPLICATION**

**1) PERSONAL INFORMATION**

Last Name: _____		First Name: _____		Middle Name: _____		Nickname (preferred): _____	
Street Address: _____				City: _____		State: _____	Zip Code: _____
Email: _____		Citizenship: (check one) <input type="checkbox"/> I am a U.S. citizen or national by birth in the U.S. or U.S. territory/possession. <input type="checkbox"/> I am a U.S. citizen, but I was NOT born in the U.S. <input type="checkbox"/> I am not a U.S. citizen					
Phone Number: _____		Alternate Phone Number: _____					
Which dates are you available to work? From ___/___/___ to ___/___/___				How many hours per week are you available to work? _____			
Will you receive any financial support, stipend, housing, food, or related subsidy during your internship? <input type="checkbox"/> Yes <input type="checkbox"/> No				If yes, what organization is your sponsor? Provide a letter from the sponsoring organization denoting the source of the funds. _____			
Will you receive academic credit for your internship? <input type="checkbox"/> Yes <input type="checkbox"/> No							

**2) EDUCATION**

College or University:	Dates Attended:	Degree & Graduation Date (Or, give projected degree and date)	Major:	GPA:
1) _____	_____	_____	_____	_____
2) _____	_____	_____	_____	_____
3) _____	_____	_____	_____	_____
High School:	City, State:	Dates Attended:	GPA:	
1) _____	_____	_____	_____	
2) _____	_____	_____	GPA: _____	

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

**3) WORK EXPERIENCE (Attach additional page, if necessary)**

Name of organization: 1) _____	City, State: _____	Title: _____	Dates of Occupation: From ___/___/___ to ___/___/___
Supervisor Name: _____	Supervisor Phone Number: _____	Supervisor Email: _____	
2) _____	_____	_____	From ___/___/___ to ___/___/___
Supervisor: _____	Supervisor Phone Number: _____	Supervisor Email: _____	
3) _____	_____	_____	From ___/___/___ to ___/___/___
Supervisor: _____	Supervisor Phone Number: _____	Supervisor Email: _____	
4) _____	_____	_____	From ___/___/___ to ___/___/___
Supervisor: _____	Supervisor Phone Number: _____	Supervisor Email: _____	

**4) EXTRACURRICULAR ACTIVITIES (Attach additional page, if necessary)**

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**5) HONORS AND AWARDS (Attach additional page, if necessary)**

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

### 6) RECOMMENDATION LETTERS (Enclose letters with application)

<b>Name:</b> <b>Address:</b>	<b>Name:</b> <b>Address:</b>
<b>Phone Number:</b> <b>Email Address:</b>	<b>Phone Number:</b> <b>Email Address:</b>

### 7) WRITING SAMPLE

Attach a writing sample discussing the three most important issues in U.S.-China relations related to the Commission's legislative mandate.

The mandate may be found on the USCC website ([www.uscc.gov](http://www.uscc.gov)) or in the Commission's 2008 Annual Report to Congress.

The writing sample must be no longer than three pages, double-spaced with 12-point font.

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

**8) PERSONAL STATEMENT (300 words or less)**

**Why do you want to be an intern at the U.S.-China Commission? How will your academic or work experience prepare you to work at the Commission?**

My statements on this form, and any attachments to it, are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Signature	Date