U.S. CONSULATE GENERAL SYDNEY

APPLICATION FOR THE FOREIGN NATIONAL STUDENT INTERNSHIP PROGRAM 2014-2015

APPLICATION INSTRUCTIONS:

To complete your application you will need to submit the following documents:

1. Completed '2014-2015 Foreign Nation Student Internship application form'.
2. A resume of no longer than two pages.
3. An academic transcript (an online version of your transcript is sufficient; however, it must show your course history to date and final marks).
4. A statement of interest of no more than 500 words that describes your objectives and motivations in seeking an internship with the U.S. Consulate General Sydney. Explain how the academic courses you have taken, and other personal experiences you have had, relate to the Internship Program.

Submit your complete application to:

sydrecruitment@state.gov

or

Human Resources Office
U.S. Consulate General Sydney
Level 10, 19-29 Martin Place
SYDNEY NSW 2000

Please note: hand delivered applications cannot be accepted.

CLOSING DATE: August 15, 2014

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1. FULL NAME				
2. POSTAL ADDRESS				
3. TELEPHONE NUMBERS	A. Mobile:		B. Landline:	
4. EMAIL ADDRESS				
5. WHERE DID YOU FIRST LEARN ABOUT THE INTERNSHIP PROGRAM?				
6. DO YOU HAVE ANY RELATIVES THAT WORK FOR THE CONSULATE?	NO □ YES □			
If yes, please provide the relative's name:				
7. CURRENT CITIZENSHIP				
8. DO YOU HAVE U.S. CITIZENSHIP?	NO □ YES □			
Please note that U.S. Citizens are ineligible to apply for this program.				
9. CURRENT UNIVERSITY/ HIGHER EDUCATIONAL INSTITUTION				
A. Name of current institution				
B. Qualification name				
C. Majors (if applicable)				
D. Dates attended (mm/dd/yy)	From:		Expected completion date:	
10. UNIVERSITY INTERNSHIP PROGRAM COORDINATOR				
A. Name of internship coordinator				
B. Email address				
C. Telephone number				

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11. ADDITIONAL TERTIARY QUALIFICATIONS
If you have previously obtained a tertiary qualification, please provide details here.

A. Name of former institution				
B. Qualification name				
C. Majors (if applicable)				
D. Dates attended (mm/dd/yy)	From:		Expected completion date:	

12. FOREIGN LANGUAGES
Please identify your level of knowledge in any foreign languages on a scale of 1 to 5, where 5 = fluent; 3 = good; 1 = basic

LANGUAGE	SPEAK	READ	WRITE

13. EXTRACURRICULAR ACTIVITIES
List any extracurricular activities that you have been involved in during your secondary and tertiary education.

14. HAVE YOU EVER WORKED FOR THE U.S. GOVERNMENT?	NO □ YES □

If yes, please provide details:

15. COMPUTER SKILLS
List computer programs in which you have experience.

16. REFERENCES List two people not related to you who are qualified to supply definite information regarding your character and suitability for the internship program.

NAME	TELEPHONE NUMBER	OCCUPATION
1.		
2.		

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17. DECLARATION Read the following carefully before you sign.	
❑ I understand that any information I give may be investigated and that a false statement may be grounds for non-consideration or dismissal of my participation in the Intern Program, if I am selected.	
❑ I understand that, if I am provisionally selected, a Consulate-required security certification is required.	
❑ I understand that, if I am provisionally selected, a Consulate-required medical examination and medical certification is required.	
❑ I understand that I am required to obtain credit for the internship program with my educational institution (or other qualified provider) and am responsible for liaising with the university to facilitate this.	
❑ I certify that, to the best of my knowledge, all of my statements are true, complete, and made in good faith.	
_____ Signature	_____ Date (mm/dd/yy)