

The Weissman School of Arts and Sciences  
The Weissman Center for International Business

**Summer 2018**

## **Colin Powell Undergraduate Fellowship Program in International Diplomacy Application**

### **Application Deadline:**

**All application materials must be received by the Weissman Center for International Business,  
Baruch College, 137 East 25<sup>th</sup> Street, 8<sup>th</sup> Floor by  
Monday, October 2, 2017 5:00 PM**

Baruch College's Colin Powell Fellowship Program provides financial support for two Baruch undergraduate students each year who have applied for an unpaid summer internship with the U.S. Department of State. The fellowships are funded by the Weissman Center for International Business. Ambassador Carl Spielvogel, as a member of the WCIB advisory council, took the lead in developing this opportunity for Baruch students. Spielvogel, who served as US Ambassador to the Slovak Republic in 2000 and 2001, received his BBA from Baruch in 1952, along with an Honorary LLD in 1984. He is also an Honorary Trustee of the Baruch College Fund. Colin Powell is a City College graduate. If you have a strong interest in International Relations, Diplomacy, History, Economics, Political Science, Finance, Management or other countries and cultures, this is an opportunity for you. It is hoped that this opportunity will lead students to consider a career in international diplomacy.

The internships are located either in Washington, D.C. at State Department headquarters, in New York City at the United States Mission to the United Nations, or at a U.S. embassy or consulate overseas. The internships last from six to eight weeks and are unpaid. The Colin Powell Fellowship Program helps students cover expenses in connection with their unpaid internship. The Weissman Center will provide funds to cover the cost of housing and will award an additional amount of \$2,000 to each student to offset living costs. Washington D.C. interns will reside at the George Washington University dormitories for the duration of the program.

If you have applied for a summer 2017 unpaid internship with the U.S. Department of State you must meet the following requirements to be eligible to apply for Baruch's Colin Powell Fellowship Program:

- 1) U.S. citizenship;
- 2) Full-time student at Baruch with junior or senior status who will either be a continuing student in Fall 2018, either at Baruch or in graduate school ;
- 3) Demonstrated interest in international relations, diplomacy, history, economics, finance, business, other countries and cultures;
- 4) A cumulative Grade Point Average of 3.4 or above;
- 5) Able to obtain a U.S. Department of State security clearance. The student must be able to maintain the security clearance throughout the duration of their internship.

**Application Checklist:**

**Your completed application must include all of the following items, submitted in a single envelope to the Weissman Center for International Business by the application deadline:**

- Completed Colin Powell Fellowship Application
- Confirmation that you have completed the online application for a U.S. Department of State Summer 2018 Internship at <http://www.usajobs.gov>
- Current Resume
- Two letters of recommendation (one must be from a Baruch faculty member).
- Personal Statement
- Photocopy of a graded Baruch College class paper as a writing sample
- College transcript(s) (Unofficial transcript(s) will be accepted.)

**Please contact (646) 312-2074 or [lene.skou@baruch.cuny.edu](mailto:lene.skou@baruch.cuny.edu) or Professor Roseanne McManus, [Roseanne.mcmanus@baruch.cuny.edu](mailto:Roseanne.mcmanus@baruch.cuny.edu) with any questions you may have.**

**Finalists will be contacted shortly after the application deadline to schedule an interview on October 5.**

**Part I.  
Section A.**

Last Name	First Name	Middle Initial
Address		
City	State	Zip Code
Telephone (indicate whether home or cell)	Other Telephone	
Baruch E-mail Address		
Non-Baruch E-mail Address		
Date of Birth (mm/dd/yyyy)	CUNYfirst EMPLID #	

**In order to qualify for the Colin Powell Fellowship students must have applied for the Summer 2018 Unpaid Internship Program at the U.S. Department of State. The application is posted on <http://usajobs.gov>.**

I have applied for the Summer 2018 Unpaid Internship Program at the U.S. Department of State.

Yes No

I am a citizen of the United States: Yes No

In addition to my United States citizenship, I am also the citizen of a foreign country:

Yes  No

\_\_\_\_\_  
Country

\_\_\_\_\_  
Baruch College Major

\_\_\_\_\_  
Baruch College Minor

\_\_\_\_\_/4.0  
GPA in Major

\_\_\_\_\_/4.0  
GPA in Minor

\_\_\_\_\_/4.0  
Cumulative GPA

\_\_\_\_\_  
Total # of Credits

\_\_\_\_\_  
Expected Date of Graduation (mm/yyyy)

I have included a copy of my college transcript(s) (Unofficial transcript(s) will be accepted.)

Yes  No

List and include dates to any internship(s) completed while in college:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List and include dates to any awards and recognitions, i.e. Dean's List

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fluency in English is required and proficiency in another language is highly desirable for this fellowship.

**Language(s):**

_____	Reading Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Writing Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Speaking Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
_____	Reading Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Writing Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Speaking Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
_____	Reading Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Writing Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair
	Speaking Ability:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair

Have you traveled, studied or lived outside the United States?  Yes  No

If yes, please indicate where.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section B.**

You need letters of recommendation from two people who know you and your work well. One of these must be a faculty member at Baruch College. Please list references below:

_____	_____
Name	Title/Position
_____	_____
Name	Title/Position

Recommendations must be submitted on the attached forms in a sealed envelope signed by the person making the recommendation.

**Section C.**

Written communication skills are very important for success in this internship. Please include a photocopy of a graded Baruch College class paper as a writing sample.

Yes No

**Part II.**

The second part of this application requires you to write a personal statement, responding to the following questions. Please answer the questions in essay form. A minimum of 500 words is required, and a maximum of 1,000 words will be accepted.

1. What personal and/or professional qualities make you a good candidate for this program?  
Give specific examples from your life.
2. What do you hope to accomplish by participating in this program?
3. What contribution(s) do you plan to make to further the goals of the Colin Powell Fellowship while interning with the U.S. Department of State?
4. How would this internship help you achieve your personal and career goals?

### Colin Powell Undergraduate Fellowship Faculty Recommendation

The student listed below has applied for a Colin Powell Undergraduate Fellowship to intern with the U.S. Department of State. The student's application will not be complete until we receive your recommendation. We would be grateful if you could take the time to complete this recommendation and enclose the completed form in an envelope, sealed and signed with your name across the back flap of the envelope and return it to the student. The Colin Powell Fellowship program is a summer internship program for two Baruch undergraduate students with a strong interest in serving the United States by working for the U.S. Department of State. It is hoped that this opportunity will lead students to pursue a career in international diplomacy. The internships are located either in Washington, D.C., at State Department headquarters, in New York City at the United States Mission to the United Nations or at an embassy overseas. The internships last from six to eight weeks. Although these internships are unpaid, Baruch College will provide a stipend depending on the duration of service ranging from \$3,000-4,000. To qualify, a student must be a U.S. citizen, enrolled as a full-time student at Baruch with junior or senior status, have demonstrated an interest in international relations, diplomacy, history, economics/finance, business as well as other countries and cultures, and have a grade point average of 3.4 or above.

Lene Skou  
Deputy Director  
Weissman Center for International Business  
One Bernard Baruch Way, Box J-0810  
New York, NY 10010

---

**TO BE COMPLETED BY STUDENT:**

Name

\_\_\_\_\_

Last Name	First Name	Middle Name Initial
-----------	------------	---------------------

**Please complete and sign the following before you give the form to Baruch faculty member:**

Ask your recommender to enclose the completed form in an envelope, sealed and signed with his or her name across the back flap of the envelope and return it to you. The envelope should be provided by you to the recommender. Include the sealed envelope with your application materials.

I hereby (check one):  Waive  do not waive my rights of access to this information.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

---

**TO BE COMPLETED BY BARUCH FACULTY MEMBER:**

1. How long have you known the student? \_\_\_\_\_
2. In what capacity have you known the student? \_\_\_\_\_
3. Course(s) of yours the student has taken: \_\_\_\_\_  
\_\_\_\_\_
4. How would you rate the quality of this student's academic work?  
 below average  average  very good  excellent  no basis for judgment
5. How would you rate this student's motivation for academic work?  
 not highly motivated  average motivation  highly motivated  no basis for judgment
6. Please comment on the student's suitability for a summer internship with the U.S. Department of State in Washington, D.C., at the U.S. Mission to the United Nations in New York or at an embassy overseas. On the accompanying sheet, could you please comment on this student's suitability for the Fellowship in terms of: personal factors such as leadership potential, integrity, stability, intellectual curiosity, teamwork skills, personal and professional maturity, organizational skills, self-confidence, sensitivity to others, communications skills, etc.? Please also note any special considerations of which we should be aware.

Signature \_\_\_\_\_  
Department \_\_\_\_\_  
Email \_\_\_\_\_

Title \_\_\_\_\_  
Office Phone number (\_\_\_\_) \_\_\_\_\_

---

**Colin Powell Fellowship Faculty Recommendation Page 2**

(Please use this page to complete your recommendation. If you prefer, in place of this reference form you may submit your recommendation in letter form on letterhead stationery, addressed to our office.)

### Colin Powell Undergraduate Fellowship Non- Faculty Recommendation

The student listed below has applied for a Colin Powell Undergraduate Fellowship to intern with the U.S. Department of State. The student's application will not be complete until we receive your recommendation. We would be grateful if you could take the time to complete this recommendation and enclose the completed form in an envelope, sealed and signed with your name across the back flap of the envelope and return it to the student. The Colin Powell Fellowship program is a summer internship program for two Baruch students with a strong interest in serving the United States by working for the U.S. Department of State. It is hoped that this opportunity will lead students to pursue a career in international diplomacy. The internships are located either in Washington, D.C., at State Department headquarters, in New York City at the United States Mission to the United Nations or at an embassy overseas. The internships last from six to eight weeks. Although these internships are unpaid, Baruch College will provide a stipend depending on the duration of service ranging from \$3,000-4,000. To qualify a student must be a U.S. citizen, enrolled as a full-time student at Baruch with junior or senior status, have demonstrated an interest in international relations, diplomacy, history, economics/finance, business as well as other countries and cultures, and have a grade point average of 3.4 or above.

Lene Skou  
Deputy Director  
Weissman Center for International Business  
One Bernard Baruch Way, Box J-0810  
New York, NY 10010

---

**TO BE COMPLETED BY STUDENT:**

Name

\_\_\_\_\_

Last Name	First Name	Middle Name or Initial
-----------	------------	------------------------

**Please complete and sign the following before you give the form to recommender:**

Ask your recommender to enclose the completed form in an envelope, sealed and signed with his or her name across the back flap of the envelope and return it to you. The envelope should be provided by you to the recommender. Include the sealed envelope with your application materials.

I hereby (check one):  Waive     do not waive my rights of access to this information.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

---

**TO BE COMPLETED BY RECOMMENDER:**

1. How long have you known the student? \_\_\_\_\_
2. In what capacity have you known the student? \_\_\_\_\_
3. What do you consider to be the applicant's strengths? \_\_\_\_\_
4. What do you consider to be the applicant's weaknesses? \_\_\_\_\_
5. How would you rate this student's motivation for the Fellowship?  
 not highly motivated     average motivation     highly motivated     no basis for judgment
6. Please comment on the student's suitability for a summer internship with the U.S. Department of State in Washington, D.C., at the U.S. Mission to the United Nations in New York or at an embassy overseas. On the accompanying sheet, could you please comment on this student's suitability for the Fellowship in terms of: personal factors such as leadership potential, integrity, stability, intellectual curiosity, teamwork skills, personal and professional maturity, organizational skills, self-confidence, sensitivity to others, communications skills, etc.? Please also note any special considerations of which we should be aware.

Signed \_\_\_\_\_ Title \_\_\_\_\_  
Office Phone number (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_  
Address \_\_\_\_\_

---

**Colin Powell Fellowship Non-Faculty Recommendation Page 2**

(Please use this page to complete your recommendation. If you prefer, in place of this reference form you may submit your recommendation in letter form on letterhead stationery...)