



GlobalWorks

International Internships Application

Administered by the Global Studies Institute

Application Materials

Each application must include the following:

- ☐ A completed Application Form (attached);
- ☐ A cover letter to a fictitious international organization;
Please note in the letter the Internship Country and Sector where you would most like to be placed. It should be double-spaced and no more than two pages. Remember to highlight your strengths and how your work and educational experiences will benefit the organization. Please also explain how this international work experience complements your career goals, and how it fits into your course of study at the UO.
- ☐ A current resume;
- ☐ Your official UO transcripts;
- ☐ Two letters of reference, one from a faculty member who can comment on the significance of this internship to your course of study and a second from a current or former work supervisor;

Scholarships

The following two scholarships are available for students doing internships through GlobalWorks:

1. Freeman Internship Fellowships: U.S. citizens and permanent residents doing internships in East or Southeast Asia* are eligible for up to \$6,000 in scholarship funds
2. Global Oregon Internship Fellowships: All students doing internships through the GlobalWorks program are eligible for up to \$1,000 in scholarship funds

To be considered for an Internship Fellowship, please include these additional documents:

- ☐ A Detailed Budget Form (attached) of your anticipated expenses and any sources of funding you have already secured;
- ☐ Demonstration of financial need. Please include a copy of your Financial Aid Award Letter. If you do not have a financial aid package, you may instead include a separate paragraph detailing your specific budgetary and financial need.

** For the GlobalWorks program, eligible countries include Cambodia, China, Japan, Laos, and Vietnam*

Application and Placement Process:

1. If you are accepted into the UO GlobalWorks program, your application will be forwarded to the Internship Provider in the country of your choice.
2. If you are accepted by the Internship Provider, you will then work with their staff on your specific internship placement. Please note there is often limited spaces available and you may be offered a placement in a different sector.
3. Once your internship placement has been confirmed, we will work with you to complete any necessary paperwork, including visas, vaccinations, registrations, etc. Please note you will be required to submit additional paperwork to finalize your participation in the program.

Application Deadline: February 15, 2017

Please return hardcopy of application materials to:

Global Studies Institute
Attn. GlobalWorks Internships
110 Gerlinger Hall
University of Oregon
Eugene, OR 97403-1246

Contact Info:

Yifang Zhang: yzhang1@uoregon.edu; 541-346-5088



UNIVERSITY OF OREGON

GLOBALWORKS APPLICATION FORM

Name: _____
First Last

Current Address: _____
Street City State Zip

Current Telephone: _____ UO Email: _____

Alternate Email: _____ Citizenship: _____

Degree Sought: B.A./B.S. M.A./M.S. Ph.D. Other _____

Major Department: _____ Minor (if applicable): _____

Your native language(s) _____

Other languages spoken:

Language: _____ Level _____ Language: _____ Level _____

Top Internship Sites: 1) _____ 2) _____ 3) _____

Please indicate up to three countries in order of preference: Cambodia, China, Japan, Laos, Mexico, Peru, Vietnam

Preferred Internship Sector(s): _____

Agriculture & Environment, Architecture, Caregiving & Counseling, Education/English Teaching, Finance & Business Administration, Green Technology, Health Services, Information Technology, Law & Human Rights, Marketing & Advertising, Media & Creative Industries, NGO Support, Social Entrepreneurship

Names of references who will submit letters for your application:

1. _____ 2. _____

☐ I give permission for the selection committee to check my student conduct record at the UO.

☐ I would like to be considered for an internship scholarship, including the Freeman Internship Fellowships for East and SE Asia* (up to \$6,000; US citizens and permanent residents only) and the Global Oregon Internship Fellowships (up to \$1,000; open to all students).

☐ Please consider me for other Internship Sites and/or relevant Sectors if my top choices aren't available.

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INTERNSHIP FELLOWSHIP DETAILED BUDGET FORM

*Optional – For applicants applying to the Freeman Internship Fellowship and the
Global Oregon Internship Fellowship*

Name: _____

Please check all that apply.

- ☐ I am applying for a Freeman Internship Fellowship. I am U.S. Citizen or Permanent Resident and am planning to do an internship in East or Southeast Asia.
- ☐ I am applying for a Global Oregon Internship Fellowship.

Estimated Expenses

Amount

- | | |
|--|-------|
| 1. Air Travel | _____ |
| 2. Program Fees (housing, tuition, etc.) | _____ |
| 3. Food and spend money | _____ |
| 4. Immunizations | _____ |
| 5. Other expenses (visas, local transportation etc.). Please list below: | |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| Total Expenses | _____ |

Sources of Support

- | | |
|------------------------------|-------|
| 1. Financial Aid | _____ |
| 2. Other Scholarships | _____ |
| 3. Other. Please list below: | |
| _____ | _____ |
| _____ | _____ |
| Total Support | _____ |