

*Internships and Academic Seminars*



The Washington Center

*Program  
Guide 2012*

*Washington, D.C.,  
Internship Programs*

For students attending  
U.S. institutions



Ambassador Alan J.  
Blinken

Chairman of the Board

# Welcome



Michael Smith

President

Thank you for your interest in The Washington Center. This Program Guide provides information to help you determine if an internship program through The Washington Center is right for you. We think you may find it is.

Our confidence is grounded in our more than 36 years of experience working with over 50,000 college and university students and recent graduates from the United States and abroad. These alumni are now in leadership positions in virtually every profession—law, medicine, journalism, business, diplomacy, politics, education and social welfare, among others. Most tell us their experience at The Washington Center gave them new confidence and purpose. It broadened their horizons and network of contacts. It equipped them with the skills and abilities they needed to secure that critical first job and helped them succeed from there. We look forward to extending you the same opportunities.

This guide describes The Washington Center experience in detail. It will help you determine which of our Washington, D.C., internship programs is best for you, based on your undergraduate or postgraduate level and your interests (media, international affairs, politics and so on). You will learn how our placement process works, and how and when to apply. More detailed information is available on our website at [www.twc.edu](http://www.twc.edu). And you can always email us at [info@twc.edu](mailto:info@twc.edu) or call 800-486-8921.

Please note that the information contained in this Program Guide pertains to our Washington, D.C. internship programs. For information about our Intern Abroad Programs, visit [www.twc.edu/abroad](http://www.twc.edu/abroad). For information about our Academic Seminars, visit [www.twc.edu/seminars](http://www.twc.edu/seminars). For the opportunities we offer through the federal government, visit [www.twc.edu/federal](http://www.twc.edu/federal). International students who do not attend schools in the United States should visit [www.twc.edu/international](http://www.twc.edu/international).

*We look forward to working with you and welcoming you to Washington, D.C.*

Ambassador Alan J. Blinken  
Chairman of the Board

Michael B. Smith  
President



# *Contents*

Welcome .....	2
The Washington Center .....	4
The Washington Center for Internships and Academic Seminars .....	4
Common Program Components .....	4
The Internship Programs.....	5
Main Internship Programs .....	6
Postgraduate Professional Development Program (PPDP) .....	9
The Internships.....	10
The Academic Courses .....	13
The Leadership Forum .....	16
Internship Portfolio.....	17
Washington, D.C., Area Housing .....	18
Program Costs and Financial Assistance .....	20
How Do I Get Started?.....	24
Program Dates and Deadlines .....	27



**Cary Littlejohn**

University of Memphis

*Internship*

Baldwin, x & Escoto  
Attorneys at Law

*“Spending time day in and day out in a courtroom was an amazing experience. The best novelists would have had trouble coming up with some of the cases I observed, and it was almost surreal to be part of the action as a 20-year-old college student. It was a great feeling to know that I impacted people’s lives and helped fight for them when their freedom was on the line.”*

# The Washington Center

## *The Washington Center for Internships and Academic Seminars:*

- Is a nonprofit, nonpartisan educational organization in Washington, D.C.
- Provides an integrated academic and work experience that prepares college students and professionals for lives of achievement and civic engagement
- Places students of all majors in substantive internships tailored to their interests in government, business, nonprofit and international organizations
- Provides thematically oriented programs (for example, Political Leadership, Media and Communication, or Law and Criminal Justice, among others); academic courses; and special lectures, events and activities that extend and enrich the internship experience
- Works with most colleges and universities through affiliations that ensure academic credit and assistance with fees
- Operates year-round, with fall and spring semesters and a summer term as well as fall, spring and summer quarters
- Houses students in fully furnished, conveniently located apartments in our Residential and Academic Facility in Washington, D.C. or in specially selected apartments in northern Virginia and suburban Maryland
- Enables more than 75 percent of our U.S. interns to receive financial assistance
- Has since 1975 helped students from more than 1,000 colleges and universities work and study in Washington, D.C., and selected cities abroad

## *Common Program Components*

Most of our Washington, D.C.-based programs have the following components:

- **An Internship** (page 10): You will work 4 or 4 ½ days each week in a substantive position tailored to your interests.
- **An Academic Course** (page 13): Most students can select from more than 35 offerings each semester. Spring-quarter students complete a dedicated course designed to accommodate their schedule.
- **The Leadership Forum** (page 16): You will attend supplemental programming to complement your internship. You might hear from a former press secretary, a journalist, an ambassador or a member of Congress. You will listen to a panel discussion on philanthropy and social responsibility. Your program advisor may arrange site visits or workshops, and you will have the opportunity to give back through service to your community.
- **The Portfolio** (page 17): You will develop a written document providing impressive evidence of what you accomplished during your semester in Washington, D.C.

*“Immersing myself in the environment of Washington, D.C., has made me so much more confident in my abilities. I now know what I want to dedicate my life to and how I am going to do it. Because of my experiences here in D.C., I one day hope to help improve education in urban schools serving underprivileged and minority populations.”*



**Branden Stephenson**  
Furman University  
*Internship*  
National Association of  
Federally Impacted Schools

## *The Internship Programs*

Every Washington Center student is enrolled in a program, and each program typically enrolls 20 to 75 students. Programs are led by one or more professional program advisors who counsel students, work with them to secure their internships, supervise and evaluate them. Program advisors also organize activities during the days or half-days when students are not at their internship.

The program that is appropriate for you will depend on your status in school at the time you are with us (sophomore, junior, senior, graduate, and so on). The information below will help you determine which program is right for you.

### **Undergraduates**

---

If you will be a sophomore, a junior or a senior at the time you will be interning with us, you can choose from among the many offerings in our **Main Internship Programs** (Advocacy, Service and the Arts; Science, Technology and Society; Political Leadership; and so on). To learn more about the Main Internship Programs, review the information starting on page 6.

### **Postgraduates and Graduate Students\***

---

If you will have received your undergraduate degree or will be a graduate student\* not seeking credit through our program, you should look into our **Postgraduate Professional Development Program (PPDP)**. To learn more about this program, review the information on page 9.

*\*If you wish to receive credit facilitated by The Washington Center, review the information about our Main Internship Programs starting on page 6.*

## Main Internship Programs

If you will be a sophomore, a junior or a senior during your internship, you should select your preferred program from among our Main Internship Programs, which are described on pages 6–8.

Graduate students wishing to receive credit facilitated by The Washington Center should choose from these programs.

### Eligibility

To be eligible, students must:

- Be at least 18 years of age
- Attend an accredited college or university and have status as a sophomore or above during the term of their internship.
- Maintain a grade point average (GPA) of at least 2.75 on a 4.0 scale. Those who have lower GPAs *may* be considered but should apply as early as possible and submit a third letter of recommendation from a faculty member.
- Receive academic credit from their college or university for their participation in the internship program. The Washington Center does not grant credit directly. Students unable to arrange credit should contact us at [info@twc.edu](mailto:info@twc.edu).
- Have the approval of their campus liaison or a faculty sponsor if their institution does not have a campus liaison.

### Additional requirements for sophomores

To be eligible, rising and first-semester sophomores must:

- Participate in a phone interview as part of the admissions process
- Have achieved sophomore standing as defined by their home institution by the start of the program

Please review the information on the following topics:

1. Internship Programs - pages 6–8
2. Courses - pages 13–15
3. Leadership Forum - pages 16–17
4. Internship Portfolio - page 17
5. Student life (including housing and information on Washington, D.C.) - pages 18–19
6. Costs and financial assistance - pages 20–23
7. Application procedures - page 24
8. Program dates and deadlines - pages 25, 27

### Advocacy, Service and Arts Program

This program gives students first hand professional experience with national advocacy groups, international nongovernmental organizations, local charitable groups, federal agencies or cultural organizations. Interns meet weekly to hear from leaders in these areas and to learn about the many challenges and opportunities facing these organizations as they seek to promote social change.

#### Other Information

- Internships are 4½ days per week.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

### Business and Global Trade Program

This program gives students the experience and skills needed to succeed in the highly competitive, global and increasingly regulated private, government and nonprofit arenas. Students learn about the current business environment, international trade policy, corporate responsibility and ethics, global business enterprise and the intersection of business and government. The objective of the program is to provide students with the skills, knowledge and understanding valued by organizations and governments engaged in today's global environment. Whether students are majoring in finance, economics, trade, business administration, accounting, international business, human resources or marketing, this program can help them achieve their goals.

#### Other Information

- Internships are 4½ days per week.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

### Cordova Congressional Internship Program (Students from Puerto Rico only)

This program, limited to students from Puerto Rico, enables interns to learn about the legislative and diplomatic role of the U.S. Congress and federal government in national and international affairs. This program combines a 4-days-per-week internship with a full day of educational activities that include seminars, workshops, cultural tours and White House briefings as well as a luncheon with the Resident Commissioner of Puerto Rico.

### Other Information

---

- Full scholarship awards are guaranteed.
- The program is only offered in the fall and spring semesters.
- Students are selected by the Joint Cordova/Fernos Commission of the Commonwealth of Puerto Rico and must be fluent in English and Spanish.
- To apply, contact the Puerto Rico Federal Internships Program Office at 787-721-5200.
- Students intern in congressional offices, offices related to congressional affairs and select communications placements.

### Ford Motor Company Global Scholars Program

This program enables eight international students and eight students from the United States to acquire skills for promoting sustainable development around the world. Sponsored by the Ford Motor Company, this program combines a 4-days-per-week internship with a full day of educational activities based on the United Nations Millennium Development Goals. These goals set out specific targets and corresponding indicators for eradicating extreme poverty and hunger; achieving universal primary education; promoting gender equality and empowering women; reducing child mortality; improving maternal health; combating HIV/AIDS, malaria and other diseases; ensuring environmental sustainability; and ensuring global partnerships for development.

### Other Information

---

- Program availability is limited to eight U.S. students and eight international students. The latter will be from selected universities in Saint Petersburg, Russia; Chennai, India; Johannesburg, South Africa; São Paulo and Salvador, Brazil; and Shanghai, China.
- **The program will be offered during the fall 2012 semester pending receipt of funding.**
- Students take an academic course tailored to this program.
- U.S. students accepted into this program receive \$3,000 in financial assistance.
- A separate application may be required for this program. For application instructions and eligibility requirements, please visit [www.twc.edu/ford](http://www.twc.edu/ford).
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

### International Affairs Program

This program prepares students for careers in international affairs, working in fields such as human rights, national security, international trade, global women's rights, conflict resolution, international development and diplomacy. Program activities feature visits to embassies, panels on themes such as counterterrorism and international development, guided tours of government offices, and information sessions at international organizations such as The World Bank and USAID.

### Other Information

---

- Internships are 4 ½ days per week.
- A minimum GPA of 3.0 on a 4.0 scale is recommended for summer placement.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

### Law and Criminal Justice Program

This program prepares students for careers in law or law enforcement. Students work in federal or local government legal offices, private law firms and associations in a variety of practice areas, including criminal prosecution and defense, civil rights, consumer protection, family law and immigration. Law enforcement-related internships provide students with experience investigating crimes, interviewing witnesses and analyzing issues related to criminal justice.

### Other Information

---

- Internships are 4 ½ days per week.
- U.S. citizenship is required for federal law enforcement placements.
- Applicants seeking placement in federal law enforcement agencies or in criminal justice fields must apply early. See the early deadline range at [www.twc.edu/deadlines](http://www.twc.edu/deadlines).
- A minimum GPA of 3.0 on a 4.0 scale is recommended for summer placement.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

## Media and Communication Program

This program prepares students for careers in the expanding field of communications, including print and broadcast journalism, production, advertising, public relations, photography, graphic design, political communications and social media. Through seminars, lectures and personal interviews, students have numerous opportunities to meet and speak with leading practitioners and representatives of major firms in these fields.

### Other Information

- Internships are 4 ½ days per week.
- Some placements may require additional work samples or a professional portfolio.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

## Political Leadership Program

This program provides internships with members of Congress, congressional committees, political party organizations, campaigns, interest groups, nonprofit organizations and lobbying firms. The program places students squarely in the arena of political action, where they have opportunities to work on such critical issues as national defense, homeland security, tax policy, Social Security and health care. In addition to working at their internship, this program provides opportunities for students to interact with policy makers and other influential figures from the political arena. This programming, when combined with the internship, gives students a unique perspective on lobbying, campaigning and how Washington works.

### Other Information

- Internships are 4 ½ days per week.
- Applicants seeking placements in congressional offices for the summer term should check our website for the date that applications are due. The date falls within our early deadline range.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.

## Science, Technology and Society Program

This program is offered both for students majoring in science, technology, engineering and mathematics (STEM) and related disciplines, and for students of other majors with an interest in the intersections of these fields with their society and the larger world. The sciences and related fields lie at the heart of many of the most pressing issues faced by policy makers today, including global climate change, sustainable development, population and food security, alternative energy sources, improved and expanded health care, bioethics and biotechnology, and infrastructure improvement. This program helps students become better acquainted with the policy-making process, the agencies and organizations that shape policy, and the larger (often global) social, political and economic considerations that affect policy.

### Other Information

- Internships are 4 ½ days per week.
- For an idea of the placement options available, see the list of sample internships on pages 11–12.



## Postgraduate Professional Development Program (PPDP)

Many students learn about The Washington Center too late to participate as an undergraduate. We therefore offer a special program for recent graduates (within 18 months of receiving a college degree) and graduate students from all majors and backgrounds. The PPDP is designed specifically to help these individuals explore career options, gain valuable skills and make professional contacts. **PPDP interns do not earn academic credit through The Washington Center.** Undergraduate students are not eligible to take part in this program.

The PPDP matches participants with substantive 4 ½ days-per-week internships where their research, analytical, writing, communication and other skills are in demand. Interns enroll in one of our academic courses. They may choose from approximately 30 courses offered each term or select the seminar-style course designed specifically for this program. Interns also take part in the Leadership Forum with students participating in other programs, and they complete a customized portfolio.

The PPDP is an investment in the future. It helps postgraduate interns test their interests, decide on a career direction and acquire the skills and experience needed to pursue it. It puts them in a position to network and discover opportunities for employment. Career options abound in Washington, D.C. In some cases, PPDP interns receive job offers at their internship site or at another organization. Even if a job is not secured immediately, doors are often opened.

Tailored programming for PPDP participants often covers:

- Networking
- Job search techniques
- Résumé and cover letter writing
- Interviewing skills
- Public speaking
- Graduate school application preparation

PPDP internships may be with government, nonprofit, corporate or international organizations. There is a wide range of placement options. For an idea of the placement options available, see the list of sample internships on pages 11–12.

This program takes place during the 10-week summer quarter or the 15-week spring or fall semester.

The PPDP is designed for participants who are not receiving college credit facilitated by The Washington Center. However, through their college or university graduate students may arrange credit independently for their work in the program.

**A deposit of \$250 is required at the time of application to the PPDP.** The deposit will be applied toward the applicant's program fee and will be refunded only if the applicant is not accepted into our program.

### Eligibility

To be eligible for the PPDP, students must:

- Have received their undergraduate degree within 18 months of the start of the program or be currently enrolled in graduate school.
- Maintain a grade point average (GPA) of at least 2.75 on a 4.0 scale. Those who have lower GPAs *may* be considered but should apply as early as possible and submit a third letter of recommendation from a faculty member.

After determining your eligibility, please review the information on the following topics:

1. Courses - pages 13–15
2. Leadership Forum - pages 16–17
3. Internship Portfolio - page 17
4. Student life (including housing and information on Washington, D.C.) - pages 18–19
5. Costs and financial assistance - pages 20–23
6. Application procedures - page 24
7. Program dates and deadlines - pages 25, 27



**Amanda Dack**  
University of Florida  
*Internship*  
Peace Corps

*“My internship gave me a solid network for my future and exposed me to a variety of job opportunities that I never knew existed. Don’t let your fears or insecurities stop you from participating in this program. The Washington Center changes your life in positive ways—it’s an unforgettable experience.”*

## *The Internships*

### *How does the internship placement process work?*

When you apply to The Washington Center, our professional staff works to find you a substantive, professional internship tailored to your interests and goals. The Washington Center maintains ties with more than 1,000 organizations that provide high-quality internships in the Washington, D.C., area. Our experienced staff knows which placements offer the best internship experiences for your profile.

Because internship sites often do not determine their needs for interns until a given term approaches, the placement process does not always begin immediately. Security clearance requirements or your own criteria may lengthen the time it takes to find the right internship.

When the time is right, your application will be referred to potential internship sites, usually between five and eight organizations. You should stay in close contact with our Internship Management Team throughout the placement process, and you can use our online system to track where your application has been sent. You will likely have phone interviews with any potential supervisors interested in your candidacy, and you will have the opportunity to accept or decline offers. The Internship Management Team will offer advice regarding specific options to help you make decisions. But *you* decide your final placement.

Students typically know their internship placement several weeks before check-in. All students should feel confident that an internship will be secured.



### *What type of work might I do?*

Based on the offers you receive, you will ultimately select where you want to intern. The type of work will vary depending on the placement, but you will be given substantive work that will provide an entry-level professional experience.

To list just a few examples, you might find yourself:

- Assisting attorneys during a trial
- Organizing conferences
- Developing websites and databases
- Attending congressional hearings
- Assisting in television and radio production
- Conducting scientific research
- Evaluating capital markets
- Advocating policy positions
- Hosting international visitors
- Writing press releases
- Building economic models
- Planning museum exhibits
- Developing marketing strategies
- Interviewing witnesses
- Summarizing Capitol Hill briefings
- Presenting the results of research

### *Where might I intern?*

Among the many internship sites available, you might find yourself working for one of the following organizations:

#### **Arts, Humanities and Education**

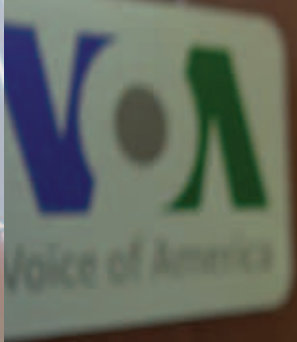
---

- Centro Nía
- Cultural Alliance of Greater Washington
- Discovery Theater
- GALA Hispanic Theater
- Library of Congress
- National Association of Federally Impacted Schools
- National Education Association
- National Endowment for the Arts
- Pyramid Atlantic Art Center
- Smithsonian Institution
- U.S. Capitol Historical Society

#### **Business, Economics and Trade**

---

- Canadian American Business Council
- Federal Trade Commission
- Internal Revenue Service
- Manchester Trade
- Merrill Lynch (Bank of America)
- National Association of Manufacturers
- The Financial Services Roundtable
- U.S. Chamber of Commerce
- U.S. Office of Personnel Management
- U.S. Small Business Administration



## Media and Communication

---

- ABC News
- C-SPAN
- Cable News Network, Inc. (CNN)
- Congressional press offices
- Double R Productions
- National Geographic
- Roll Call
- Sirius/XM Radio
- Talk Radio News Service
- The Washington Examiner
- The Washington Post

## Politics

---

- Cato Institute
- Congressional Black Caucus Foundation, Inc.
- Council of State Governments
- Democratic National Committee
- Progressive Majority
- Republican National Committee
- Securities and Exchange Commission
- The White House
- U.S. House of Representatives
- U.S. Senate
- Various lobbying and political consulting firms

## International Affairs

---

- Amnesty International
- Center for Strategic and International Studies
- Constituency for Africa
- Fund for Global Human Rights
- Grameen Foundation
- International Child Art Foundation
- International Trade Commission
- Organization of American States

- Peace Corps
- U.S. Department of State
- Various embassies
- Woodrow Wilson International Center for Scholars

## Legal Affairs and Criminal Justice

---

- Children's Rights Council
- International Association of Chiefs of Police
- Interpol
- National Whistleblowers Center
- Private law offices
- Public Defender Services
- U.S. Attorney's Office for the District of Columbia
- U.S. Department of Homeland Security
- U.S. Marshals Service
- U.S. Park Police
- White House Office of National Drug Control Policy

## Health, Science and Environment

---

- Alzheimer's Association
- American Society of Transplant Surgeons
- Federation of American Scientists
- National Breast Cancer Coalition
- National Institutes of Health
- National Mental Health Association
- U.S. Census Bureau
- U.S. Department of Health and Human Services
- U.S. Environmental Protection Agency
- Washington Parks and People
- World Health Organization (Regional Office)

These are just a few of the more than 1,000 placement opportunities available.



**Cristina Bartolomei  
Perez-Arce**

University of Puerto Rico,  
Rio Piedras Campus

*Internship*  
Telemundo

*“Thanks to my internship, I am now certain that I have a place in the ever-changing world of media. I am much more aware of all the complex processes involved and feel more sure of my skills and how to apply them. This experience helped me define myself and what I want to achieve in my professional future.”*

## *The Academic Courses*

All students are required to enroll in an academic course. Regular attendance and full participation in the course are mandatory even if you are not receiving credit specifically for the course. Typically, courses meet one evening each week (Monday through Thursday) for 3 hours.

Academic coursework extends your on-campus learning, complements your internship and may help you earn credit from your home institution. The Washington Center typically offers more than 35 courses each semester and summer term. Led by highly qualified faculty who are dedicated teachers, classes are grounded in traditional disciplines, yet taught within the context of the wide array of resources available in Washington, D.C.

The academic affairs staff will contact you as soon as the course guide for your term is available. We will request your top choices and place you in a course. There will be a drop/add period to make any necessary adjustments.

Students in our Postgraduate Professional Development Program may either enroll in a seminar-style course designed specifically for their program or choose from among the standard course offerings. Spring-quarter students should contact The Washington Center for course offerings during that term.



## *The Washington Center Associate Faculty*



**Professor Erin R. Mahan**  
**Ph.D., University of Virginia**  
**Curbing the Spread of Weapons  
of Mass Destruction: Arms  
Control Policy**

An alumna of The Washington Center, Dr. Mahan attended the program as an undergraduate at Furman University. She is currently the Chief Historian of the Office of the Secretary of Defense. She is widely published on arms control issues and is a frequent presenter at international conferences.

### **Professor Max Hilaire**

**Ph.D., Columbia University**  
**International Organizations and Humanitarian Law**



Chairman of the Political Science and International Studies Department at Morgan State University, Dr. Hilaire has taught at Central European University in Budapest, Charles University in Prague, Colgate University in New York and the African Center for Strategic

Studies at the National Defense University. In 2000 he received a Fulbright Lecture and Research Award, and in 2007 he received The Washington Center's Faculty of the Year award.

## *Frequently Offered Courses*

### **International Affairs and Foreign Policy**

---

- How Washington Really Works: U.S. Foreign Policy-Making
- U.S. Foreign Policy in the 21st Century: Dynamics of Change
- Global Policy Issues: the U.S., China and the World
- International Organizations and Humanitarian Law
- International Human Rights

### **Anthropology, the Arts and the Humanities**

---

- Washington, D.C., in Film and TV: People, Places and Processes
- Global Health Intersections: Women's Health and Pandemics
- Fundraising in the 21st Century
- Peaceful Solutions: An Alternative to Violence
- Scandalous Washington: Uncovering D.C. History
- A Taste of D.C.: Exploring Washington's Culture and Cuisine
- Religion and Global Politics

### **Communications**

---

- The Mass Media and National Politics: How the Washington Press Corps Works
- Media, Ethics and the Movies
- Strategic Communication for the Policy-Making Arena



### **American Politics**

---

- The Congressional Arena: Practical Problems and Impact Strategies
- How Washington Really Works: Government and Business in the New Economic Reality
- Citizenship in a Multicultural Society
- Campaigning for a Cause: How Advocacy Groups Change the World

### **Law and Criminal Justice**

---

- Philosophy of Law, the Supreme Court and the U.S. Constitutional Tradition
- Introduction to Criminal Law and Criminal Procedure
- Crime, Power and Punishment: White Collar Crime

### **Homeland or National Security**

---

- Managing the American Intelligence Community
- Combating Weapons of Mass Destruction

### **Leadership**

---

- Essentials for Aspiring Leaders: A Washington Perspective
- Nonprofit Leadership and Management
- Peaceful Solutions: Alternatives to Violence

### **Business**

---

- Global Markets and International Business Strategies
- International Business: The Middle East
- Ethical Behavior in Organizations
- Trade-Based Growth and Regional Models: Integration in the Americas
- From Ideas to Action: The Anatomy of Entrepreneurship
- Project Management and Development

### **Research**

---

- Research and Writing Seminar

### **Science, Technology, Engineering and Mathematics (STEM)**

---

- Science Policy and Its Challenges
- Forensic Psychology



**Xiu Feng**

Peking University (China)

*Internship*

Merrill Lynch

*“I worked in my dream company, Merrill Lynch; lived in the capital of the United States, a peaceful and beautiful city; participated in various exciting events arranged by The Washington Center; and, most importantly, I learned a lot from these experiences.”*

## *The Leadership Forum*

The Leadership Forum is a structured set of activities that enriches your experience in Washington, D.C. It helps you understand leadership and the opportunity you have to contribute to your community locally, nationally and internationally. You will hear and engage with distinguished speakers, including cabinet members, ambassadors, journalists and members of Congress. You will also be introduced to current public policy debates and the organizations and people who shape them.

### *The Alan K. Simpson-Norman Y. Mineta Leaders Series*

In this series you will hear the perspectives and experiences of distinguished leaders from the business, nonprofit and government sectors as well as the diplomatic community. Each session will provide ample opportunity for you to ask questions of some of the most prominent leaders in the nation’s capital. Two to six lectures are scheduled each term, and attendance is a required part of the program.

Recent and upcoming speakers include:

- Secretary Madeleine K. Albright, The Albright Group
- Anna E. Cabral, Treasurer, Department of the Treasury
- Mike McCurry, White House Press Secretary
- Senator Chuck Hagel (R-NE)
- Sheila Johnson, President and Managing Partner, Women’s National Basketball Association’s Washington Mystics
- Dr. Klaus Scharioth, German Ambassador to the United States

- Carlos Gutierrez, Secretary of Commerce
- James B. Steinberg, Deputy Secretary of State
- Kevin Klose, President, National Public Radio
- John O. Brennan, Assistant to the President for Homeland Security and Counterterrorism
- Congressman James Clyburn (D-SC), House Majority Whip
- Dennis Hastert, Speaker of the House of Representatives
- Bob Schieffer, Chief Washington Correspondent, CBS News and host of “Face the Nation”

### *Public Policy Dialogues on Capitol Hill, Sponsored by Verizon*

At some point during your semester or term, you will have the opportunity to meet, as part of a very small group, with a member of Congress or his or her senior staff. The meetings provide opportunities for personal interaction and discussions of policy, politics and legislation affecting students’ lives and communities.





## *Civic Engagement Project*

Civic engagement can take many forms, including addressing an issue directly, working with others in a community to solve a problem or interacting with institutions of representative democracy to effect change.

Taking advantage of the many resources available in Washington, D.C., you will develop a civic engagement project in consultation with your program advisor and peers, and you will have the opportunity to play a role in effecting change in an area of personal or professional concern.

Recent projects include:

- Securing donations of books, crayons and toys from local stores and distributing them to homeless children
- Participating in The Washington Center's Israeli-Palestinian Peace Advocacy Project and meeting with congressional staff to encourage Middle East peace
- Tutoring inmates of the Arlington County Detention Center in writing and mathematics to help them prepare for the general equivalency diploma (GED) test
- Assisting with horticultural and educational programs at the U.S. Botanical Gardens

## *Roundtable on Philanthropy and Social Responsibility*

As Winston Churchill said, "We make a living by what we get. We make a life by what we give." This event highlights how the public and private sectors, individual philanthropists and non-governmental organizations work together to address pressing social challenges in the United States and around the globe.

## *Small-Group Activities*

Your program advisor will plan a series of events tailored to the interests of your group. These activities might include briefings, site visits, panel discussions or workshops. In the International Affairs Program, for example, you might have the opportunity to visit embassies and hear panel discussions on counterterrorism or international development.

## *Internship Portfolio\**

You will develop a portfolio consisting of:

- Individual development plan
- Résumé and cover letter
- Internship defense letter
- Analyses of selected lectures
- Civic engagement project reflection
- Informational interview and other writing or work assignments specific to your program

Together, these components document, analyze and reflect on the internship experience. They are completed and reviewed week by week. The final product provides prospective employers and graduate and professional schools impressive evidence of what has been accomplished.

*\*Interns in the Postgraduate Professional Development Program prepare a customized version of the portfolio.*



*“The placement process exceeded my expectations. I was really lucky to be able to work for Congressman Keller and his staff. My internship made me more confident, and I know that this experience is one that will forever change my outlook on the world.”*

**Erik Ulkes**

University of San Diego

*Internship*

Office of Representative  
Ric Keller (R-FL)

## *Washington, D.C., Area Housing*

Finding housing in the Washington, D.C., area can be difficult, but as long as you complete a housing reservation contract by the required deadline, you will be guaranteed apartment housing. You will live there independently but with the 24-hour support, should you need it, of student life professionals. And whether or not you choose to use our housing, you will have one of the greatest cities of the world at your doorstep. You will have ample opportunities to meet fellow interns, have fun and explore one of the world’s liveliest and most engaging cities.

### *Washington Center Apartment Housing*

You will share your apartment with other Washington Center interns. The locations, layouts and amenities vary, but units:

- Are in Washington, D.C., in our Residential and Academic Facility near Capitol Hill, or, when additional apartments are needed, in carefully selected neighborhoods in northern Virginia or suburban Maryland near a station on Washington’s Metro subway system
- Are usually convenient to shops, restaurants and stores
- Are fully furnished and equipped with air conditioning
- Include fully equipped kitchens
- Provide laundry facilities
- Provide high-speed wireless Internet, cable and local phone access
- Have 24-hour front desk coverage or are in secured-access buildings

Although most interns choose to live in our housing, they are not required to do so unless they receive financial assistance from The Washington Center.

### *Student Life Activities*

Throughout your term, you can take part in some of the following activities organized by our Student Life Office and from The Washington Center staff:

- Career Boot Camp, a half-day session that includes workshops on networking, workplace etiquette, applying to graduate school and getting a job in the federal government
- The Washington Center’s International Festival
- Walking tour of some of Washington, D.C.’s neighborhoods
- Trip to Atlantic City
- Volunteer opportunities in the city
- Pancake breakfasts

For more information about Student Life, email [housing@twc.edu](mailto:housing@twc.edu).



## *Living in the Nation's Capital*

Washington, D.C. has so much to offer:

- World-famous monuments
- Cherry blossoms in the spring
- Concerts on the National Mall during the summer
- The lighting of the national tree during the winter
- The Smithsonian museums, including the National Air and Space Museum, National Gallery of Art, American History Museum and Museum of African Art (all free!)
- The Newseum, Spy Museum, United States Holocaust Memorial and art galleries
- World-class performances of theater, music and dance year-round at the Kennedy Center, Arena Stage and numerous other venues
- A rich international community offering varied and delicious dining options, including Ethiopian, Moroccan, Afghan, Indian, Brazilian, Spanish and Italian food
- Outdoor cafes in the neighborhoods of Adams Morgan and Dupont Circle, restaurants overlooking the Potomac and the vibrant nightlife of Georgetown
- An active sports scene with numerous professional teams, including the Redskins, Wizards, Nationals, Mystics, Capitals and D.C. United
- Quick escapes, such as day hikes in the Shenandoah Mountains, sailing on the Chesapeake Bay, picnics at Great Falls or tours of historic sites like Mount Vernon or the Manassas Battlefield
- Proximity to New York City, Philadelphia and the ocean beaches of Maryland and Delaware

## *Supportive Student Life Office*

With its staff of Student Life professionals and Resident Assistants (RAs) assigned to each building, The Washington Center allows you to be independent but also be assured that support is available 24 hours a day in case of an emergency.



**Yazmin Walker**

University of Central Florida

*Internship*

National Library of Medicine-

National Institutes of Health

*“At my placement site, I gave daily tours of exhibitions on forensic science and global health. I also used the library’s extensive collection to research HIV/AIDS and the effects of war on health—both topics that fit with my interest in public health. This internship has opened many doors for me.”*

## *Program Costs and Financial Assistance*

At The Washington Center, we do all we can to ensure that students can afford to enroll in our programs. We hope this section is helpful to you in understanding the costs associated with participation and the various types of financial assistance we offer. If you have any questions about our costs or the financial assistance that may be available to you, please email [info@twc.edu](mailto:info@twc.edu).

### *Costs*

The Washington Center charges a program fee as well as a housing fee. These costs vary based on the length and location of the program. Program and housing fees are listed separately, as students are not required to stay in The Washington Center’s housing.

The Washington Center’s full “sticker-price” costs are listed on page 23 and on our website. However, because you may not be paying tuition to your home institution for your time at The Washington Center, and may be receiving one or more forms of financial assistance, the more relevant consideration is your “net” cost of attending (the final amount you will owe your institution and/or The Washington Center).

The net cost of attending will differ by student and in many cases can only be determined once a student accepts an internship offer. For many students, assistance from all sources will make the cost of participation comparable to a semester on campus. For others, it may be higher but still within reach. In almost every case, the net cost represents a sound investment for an academic and professional experience that will pay benefits for years to come.

### *Financial Assistance*

Many students are able to attend our program because of arrangements that The Washington Center has with their college or university. Some receive help from their home institutions in the form of waived tuition. Other students pay tuition to their school, which then forwards all or part toward payment of The Washington Center’s program and/or housing fees. When schools assist in these ways—and hundreds do—you would not have to pay both your campus tuition and The Washington Center’s full program and/or housing fees.

Because you remain enrolled at your home institution, **in most cases the federal and state financial aid you receive through your own institution remains in effect.** Please keep this in mind when looking into the arrangement your institution has with The Washington Center. You should seek guidance from The Washington Center campus liaison and professionals in your college or university’s financial aid office as early as possible. In many cases, these professionals can increase the aid package for your term in Washington.



# The Washington Center

Costs for more than 75 percent of our U.S. students are further reduced by financial assistance from state and federal governments, private sources, internship placement sites and The Washington Center itself. These forms of financial assistance are outlined below.

**Please be sure to visit our website at [www.twc.edu/financialaid](http://www.twc.edu/financialaid) for the most up-to-date information and eligibility requirements.**

## *State and Commonwealth Initiatives*

The Washington Center raises **scholarship money from a number of states** in which our students attend a college or university. These funds typically help pay The Washington Center program fee (tuition). In some cases, they are matched in part by housing fee assistance from The Washington Center. State awards, including any matching funds from The Washington Center, range from \$1,000 to \$6,000 or more.

We strongly encourage you to visit our website at [www.twc.edu/state-scholarships](http://www.twc.edu/state-scholarships) for current eligibility, amounts of assistance and an up-to-date list of the states and institutions providing scholarships. Or, again, you can call or email us directly. A separate application for state aid is not required. In consultation with campus liaisons and as funds are available, qualified students are automatically considered for any state award as they are accepted.

## *Competitive Awards and Scholarships*

The Washington Center provides selected students assistance through competitive awards and scholarships. Please note that U.S. citizenship is required for most of these awards. Additionally, most awards are not available to interns in our Postgraduate Professional Development Program.

All students who qualify will be considered, but those applying by our competitive deadline will receive priority consideration. To qualify for certain awards, additional documentation may be required.

**Scholarships include:**

- **Diversity Leaders Awards (\$3,000 housing scholarships):** Competitively awarded to students of diverse backgrounds based on their academic performance and record of involvement and leadership in relevant settings (for example, at their college or university, or in their community) as reflected in their application to The Washington Center. U.S. citizenship or permanent U.S. residency is required.
- **Civic Engagement Awards (\$1,000 housing scholarships):** Competitively awarded to students based on their academic performance and record of involvement and leadership in relevant settings (for example, at their college or university, or in their community) as reflected in their application to The Washington Center.

- **William Burke Leadership Awards (unrestricted grants of varying amounts, not to exceed \$4,000):** Competitively awarded to students based on their record of involvement and leadership in relevant settings (for example, at their college or university, or in their community) as reflected in their application to The Washington Center. Students may be required to provide additional documentation to demonstrate financial need.
- **National Collegiate Honors Council (NCHC) Scholarships (\$2,000 housing scholarships):** Competitively awarded to students who are in honors programs or honors colleges that are members of the NCHC. To be considered, applicants must submit proof of membership through a letter from an honors director or dean, or a copy of an official welcome letter.
- **Association of College Honor Societies (ACHS) Scholarships (\$1,000 housing scholarships):** Competitively awarded to students in national honor societies that are members of the ACHS. Applicants must verify membership through a copy of a membership certificate, a letter from a local chapter or national office, or an email from the local chapter representative. Postgraduate Professional Development Program participants are eligible to apply.
- **Pi Sigma Alpha Washington Internship Scholarships (\$2,500 housing scholarships):** Awarded to students by Pi Sigma Alpha, the political science honor society. Students must apply directly to Pi Sigma Alpha by April 15. For an application form and more information, see [www.twc.edu/APSA](http://www.twc.edu/APSA).
- **William Burke Leadership Awards (unrestricted grants of varying amounts, not to exceed \$4,000):** Competitively awarded to students who self-identify as having a disability, as defined by the Americans with Disabilities Act (ADA). Applicants must submit documentation verifying their disability along with a brief personal statement.
- **Science, Technology and Society Scholarships (unrestricted grants of varying amounts):** Funded by the Motorola Solutions Foundation and BAE Systems, and competitively awarded to students in our Science, Technology and Society Program who are pursuing degrees in the STEM majors (science, technology, engineering and mathematics). Priority consideration will be given to students interning in the public or nonprofit sector. All qualified participants accepted into this program will be considered for the scholarship automatically.
- **Kessler Foundation Scholarships for Students with Disabilities (covering program and housing fees):** Competitively awarded to students who attend a New Jersey institution and who self-identify as having a disability, as defined by the ADA. Applicants must submit documentation verifying their disability along with a brief personal statement.
- **The Center for Global Understanding (CFGU) (unrestricted grants of varying amounts):** Awarded by the CFGU. This scholarship is only available during the summer, and recipients will attend special programming throughout the summer. For the most up-to-date information, please see [www.twc.edu/CFGU](http://www.twc.edu/CFGU).
- **New York Life Foundation and New York Stock Exchange Diversity Scholarships (\$3,000 housing scholarships):** Competitively awarded to students of diverse backgrounds who are majoring in business and finance fields on the basis of their academic performance and record of involvement and leadership in relevant settings (for example, at their college or university, or in their community) as reflected in their application to The Washington Center. Students must intern in the public or nonprofit sectors.
- **The Alaska Scholarship Fund (unrestricted grants of various amounts):** Awarded to a limited number of students from Alaska, with a preference for Native Alaskans.

### *Other Private Scholarships*

Eligible students may also qualify for scholarships raised by The Washington Center from private sources. U.S. citizenship or permanent U.S. residency is required for these awards. For many of the following awards, the recipients can only be determined after an internship placement is secured. Students should consult with their program advisor during the placement process to determine eligibility and to understand how consideration for these awards may affect their internship options. Scholarships include:

- **Scholarships for Students with Disabilities (\$2,500 scholarships):** Funded by the AT&T Foundation and HSC Foundation, and

## *Funded Internships*

As in other places, internships in Washington, D.C., are generally unpaid. Some positions may provide funding to help students offset their costs. This support may range from a travel stipend for Metro expenses to a larger scholarship. Financial aid of this sort is most often available in the federal sector. You can speak with your program advisor about funded opportunities that may be associated with your field. Of course, this source of financial aid cannot be guaranteed, and internships involving substantial assistance are often highly competitive.

## *Financial Assistance Policies and Guidelines*

Financial assistance from The Washington Center is awarded independently from acceptance and, in most cases, is not need-based. It includes but is not limited to any amounts provided by the internship placement directly to the student or to The Washington Center. In most cases, financial assistance awarded by The Washington Center is not cumulative. Students generally receive the highest award for which they are selected.

Eligibility requirements for many awards include U.S. citizenship or permanent residency. Additionally, except where noted, applicants must be enrolled in an accredited college or university and receive academic credit for the program. Financial assistance is also contingent on successful completion of our program (with a grade of C or better in each component). Financial assistance through The Washington Center is generally not available to interns in our Postgraduate Professional Development Program.

Please visit our website at [www.twc.edu/financialaid](http://www.twc.edu/financialaid) to learn more about our financial assistance policies.

You are encouraged to look into the aid for which you may be eligible. Please speak with The Washington Center liaison for your institution, contact us at [info@twc.edu](mailto:info@twc.edu) or 800-486-8921, or visit our website at [www.twc.edu/financialaid](http://www.twc.edu/financialaid) for the most up-to-date information on the financial assistance that may be available to you.

## *Cancellation policies*

For information about our refund and cancellation policies, please visit [www.twc.edu/cancellation-policies](http://www.twc.edu/cancellation-policies).



### 2012 Washington Center Fees<sup>1</sup>

Please note that the costs to U.S. students are usually offset, in part or whole, by financial assistance from their institution, their state, The Washington Center and/or other sources. See pages 20–23 for a summary of available assistance.

#### *Semester and Summer Term Programs*

Term	Application Fee	Program Fee	Housing Fee
Spring Semester 2012	\$60	\$6,800	\$4,875
Summer Term 2012	\$60	\$5,850	\$3,790
Fall Semester 2012	\$60	\$6,800	\$4,875

#### *Quarter and Summer Quarter Programs*

Term	Application Fee	Program Fee	Housing Fee
Spring Quarter 2012	\$60	\$5,850	\$3,790
Summer Quarter 2012	\$60	\$5,850	\$3,790
Fall Quarter 2012	\$60	\$5,850	\$3,790

#### *Postgraduate Professional Development Program (PPDP)*

Term	Deposit <sup>2</sup>	Program Fee	Housing Fee
PPDP Spring 2012	\$250	\$4,135	\$4,875
PPDP Summer 2012	\$250	\$3,335	\$3,790
PPDP Fall 2012	\$250	\$4,135	\$4,875

<sup>1</sup> Fees for 2013 will be published in September 2012.

<sup>2</sup> There is no application fee for the PPDP. A deposit is due at the time of application. This deposit is applied toward the program fee and is only refunded if the applicant is not accepted into the program.



*“Prior to interning in Washington, I wanted to study environmental policy and law; now I realize how broad that field can be. After law school, I hope to become even more energy-savvy and help address the important global challenge of managing the world’s energy supply.”*

**Victoria Hines**  
Wake Forest University  
*Internship*  
U.S. Environmental  
Protection Agency

## *How Do I Get Started?*

As you consider submitting an application, we invite you to contact us with your questions and concerns. There are many ways to get in touch with us. You can phone us at 202-238-7900 or call our toll-free number: 800-486-8921. We can also be reached by email at [info@twc.edu](mailto:info@twc.edu), or you can chat online with one of our staff by visiting our website at [www.twc.edu](http://www.twc.edu) and clicking on the “Live Chat” link.

To be included in our prospective student email list and receive updates on financial assistance, deadlines and program options, please fill out the request for information form on our website. You will want to be in touch with your campus liaison or begin the search for a campus sponsor immediately, so let us know if you are not sure who you should talk to at your institution.

### *How and When to Apply*

Every student needs to complete an application. You can apply by visiting our website at [www.twc.edu/apply](http://www.twc.edu/apply). Please consult with your campus liaison or faculty sponsor before you begin your application.

Except for applicants to our Postgraduate Professional Development Program (PPDP), the approval of the campus liaison or faculty sponsor is required. Your campus liaison may also have important information about the application process as it applies on your campus.

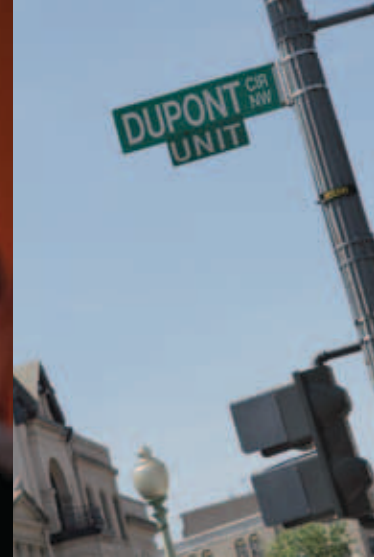
If you do not know who your campus liaison is or have questions about the application process, please contact us at [info@twc.edu](mailto:info@twc.edu).

### *Application Components*

The application consists of:

- Application form (personal/academic information)
- Résumé
- Statement of professional interest
- Issues essay
- Two letters of recommendation
- Transcript
- Campus sponsor/liaison approval
- \$60 nonrefundable application fee, or \$250 nonrefundable deposit for applicants to the PPDP





## *Program Dates and Deadlines*

The Washington Center offers programs during the spring, summer and fall. Our program dates for 2012 and 2013 are listed on page 27. You will also note that we list three types of deadlines: early, competitive and regular. After reviewing the explanations below, please use the chart on page 27 to ensure that your application is submitted by the appropriate deadline.

### *What is the early deadline range?*

The Washington Center encourages you to apply early, as some agencies—especially federal agencies that need to issue security clearances for interns upon their acceptance of an offer—have early internal deadlines. Other placement sites may require you to complete additional application materials. To be considered for the widest selection of internships, you should apply toward the beginning of the early deadline range.

Visit [www.twc.edu/deadlines](http://www.twc.edu/deadlines) to view the dates by which complete applications should be submitted to The Washington Center for specific placements. Depending on the term, these may include (but are not limited to) the U.S. Attorney's Office for the District of Columbia, U.S. Department of Defense, U.S. Department of Justice, U.S. Department of State, The White House and U.S. Congressional Offices.

Please note that The Washington Center does not conduct security clearances. U.S. citizenship is required for federal agencies conducting security clearances. Some agencies have higher GPA requirements than The Washington Center, only give positions to enrolled students (postgraduates not going directly to further study are not eligible) or select only those who have reached a certain year in college (for example, sophomores do not qualify in some cases).

### *What are the regular and competitive deadlines?*

The Washington Center invites applications up to our published regular deadline. However, we recommend applying by the competitive deadline to receive priority consideration for a subset of private scholarships. While you can still be awarded financial assistance if you apply after the competitive deadline, submitting your materials earlier puts you at an advantage. Also, it positions you well for placement, as your application materials will be in the hands of a program advisor and ready for referral before the majority of internship sites begin reviewing candidates.

### *Ready to apply?*

To apply go to [www.twc.edu/apply](http://www.twc.edu/apply).

### *What happens next?*

You will be notified by email when your application has been received. Please contact us at any time for updates on the status of your application. Once a decision has been made regarding your acceptance, you will be informed by email. Students admitted into the program will be contacted by our Internship Management Team and will receive the username and password for our Accepted Students website.

## *Alumni Testimonials*

### **Daryl Popper '08**

**University of Massachusetts Amherst**  
Internship: Crosby Volmer International  
Communications

“The Washington Center and the Commonwealth of Massachusetts teamed up to provide me with financial assistance toward my program and housing fees. This support paved the way for me to finish my undergraduate degree at the University of Massachusetts Amherst while interning in D.C. for academic credit. My Washington Center experience put me in the heart of the action; I was surrounded by professional movers and shakers and able to take advantage of resources right outside my front door. Even though financial assistance made spending the semester in Washington, D.C., comparable in cost to staying on campus, it was still important to budget. Weekly farmers markets in the District, Virginia and Maryland and volunteer opportunities allowed me to save money, go green and give back to my new community.”

### **Tim Valley '08**

**Stonehill College**  
Internship: Woodrow Wilson International Center  
for Scholars

“Spending a semester in Washington, D.C., or any major city, is going to be more expensive than living on campus, but really not by that much if you compare it with what you take away with you. The experience you gain both through your internship and living in an apartment teaches you how to be economically responsible. I simply cannot put a price on what I gained from participating in The Washington Center.”

### **Kristen A. Lee '09**

**Loyola University New Orleans**  
Internship: PoliticsUnder30.org

“My participation in The Washington Center’s internship program has enabled me to broaden my horizons and develop into a more well-rounded individual. This unique opportunity has given me experience that will allow me to stand apart from my peers.”

### **Lucas Boyce '02**

**Central Missouri State University**  
Internship: The White House

“My experience with The Washington Center was incredibly worthwhile. The semester I spent in Washington was truly the highlight of my college career.”

### **Susan Pannullo, M.D. '81**

**Cornell University**  
Internship: National Institutes of Health

“My internship was terrific. It was my first exposure to hard science at that level.”

### **Robert Consalvo '90**

**Xavier University**  
Internship: The White House

“The Washington Center played a pivotal role in my professional development. It gave me the experience I needed ... and provided me with skills I use to this day in my job as Boston City Councilor.”

Please review the information on page 25 for an explanation of the different types of deadlines noted below.

### *Semester and Summer Term Programs*

Term	Early Deadlines Begin	Competitive Deadlines	Regular Deadlines	Check-In	Orientation <sup>1</sup>	Internship Begins	Internship Ends	Check-Out
<b>2012</b>								
Spring Semester	05/23/11	10/07/11	11/15/11	01/22/12	01/23/12	01/25/12	05/04/12	05/05/12
Summer Term	09/23/11	02/17/12	03/16/12	05/23/12	05/24/12	05/29/12	08/03/12	08/04/12
Fall Semester	01/20/12	05/04/12	06/15/12	08/29/12	08/30/12	09/04/12	12/14/12	12/15/12
<b>2013</b>								
Spring Semester	05/21/12	10/12/12	11/16/12	01/27/13	01/28/13	01/30/13	05/10/13	05/11/13
Summer Term	09/21/12	02/15/13	03/15/13	05/29/13	05/30/13	06/03/13	08/09/13	08/10/13
Fall Semester	01/21/13	05/03/13	06/14/13	08/28/13	08/29/13	09/03/13	12/13/13	12/14/13

### *Quarter and Summer Quarter Programs*

Term	Early Deadlines Begin	Competitive Deadlines	Regular Deadlines	Check-In	Orientation <sup>1</sup>	Internship Begins	Internship Ends	Check-Out
<b>2012</b>								
Spring Quarter	05/23/11	10/07/11	01/13/12	03/11/12	03/12/12	03/13/12	05/18/12	05/19/12
Summer Quarter	09/23/11	02/17/12	03/16/12	06/03/12	06/04/12	06/05/12	08/10/12	08/11/12
Fall Quarter	01/20/12	05/04/12	06/15/12	08/29/12	08/30/12	09/04/12	11/09/12	11/10/12
<b>2013</b>								
Spring Quarter	05/21/12	10/12/12	01/11/13	03/10/13	03/11/13	03/12/13	05/17/13	05/18/13
Summer Quarter	09/21/12	02/15/13	03/15/13	06/09/13	06/10/13	06/11/13	08/16/13	08/17/13
Fall Quarter	01/21/13	05/03/13	06/14/13	08/28/13	08/29/13	09/03/13	11/08/13	11/09/13

### *Postgraduate Professional Development Program (PPDP)*

Term	Early Deadlines Begin	Competitive Deadlines	Regular Deadlines	Check-In	Orientation <sup>1</sup>	Internship Begins	Internship Ends	Check-Out
<b>2012</b>								
PPDP Spring	05/23/11	10/07/11	11/15/11	01/22/12	01/23/12	01/25/12	05/04/12	05/05/12
PPDP Summer	09/23/11	02/17/12	03/16/12	06/03/12	06/04/12	06/05/12	08/10/12	08/11/12
PPDP Fall	01/20/12	05/04/12	06/15/12	08/29/12	08/30/12	09/04/12	12/14/12	12/15/12
<b>2013</b>								
PPDP Spring	05/21/12	10/12/12	11/16/12	01/27/13	01/28/13	01/30/13	05/10/13	05/11/13
PPDP Summer	09/21/12	02/15/13	03/15/13	06/09/13	06/10/13	06/11/13	08/16/13	08/17/13
PPDP Fall	01/21/13	05/03/13	06/14/13	08/28/13	08/29/13	09/03/13	12/13/13	12/14/13

<sup>1</sup> Orientation begins on the date shown above. Depending on the specific term, orientation is either one or two days in length. Please check website for more information.

## Board of Directors

**Ambassador Alan John Blinken**  
Chairman  
Former Ambassador to Belgium

**Christopher K. Norton**  
Vice-Chairman  
Partner (retired), Goldman Sachs

**Stanley H. Barer**  
Chairman Emeritus  
Saltchuk Resources, Inc.

**Sheila McRevey Burke**  
Co-founder  
The Washington Center

**Christopher Cooper**  
Chairman and CEO  
Prudential International Investments

**Dr. Michelle Cooper\***  
President  
Institute for Higher Education Policy

**Dr. Constantine "Deno" Curris**  
President Emeritus  
American Association of State Colleges and Universities

**Hon. Sam Fox**  
Former Ambassador to Belgium  
Founder, Harbour Group

**James C. Free**  
President & CEO  
The Smith-Free Group

**Hon. Richard Gephardt**  
President & CEO  
Gephardt Government Affairs

**Roger B. Giacometti**  
President  
RBG Services, Inc.

**Michael B. Goldstein**  
Partner  
Dow Lohnes PLLC

**Senator Chuck Hagel**  
Professor  
Georgetown University

**Irene Hirano Inouye**  
President  
US-Japan Council

**John A. Hilton Jr.**  
President & CEO  
Bessemer Trust

**John Hotchkis**  
Chairman & CEO  
Ramajal LLC

**Dr. Lawrence J. Korb**  
Senior Fellow  
Center for American Progress

**Geraldine P. Mannion**  
Program Director  
Carnegie Corporation of New York

**Hon. Kenneth McClintock**  
Secretary of State  
Puerto Rico

**Ziad S. Ojakli**  
Group Vice President, Corporate Affairs  
Ford Motor Company

**John S. Orlando\***  
Senior Vice President, Washington  
CBS Corporation

**Susan Pannullo, M.D.\***  
Director of Neuro-Oncology  
New York-Presbyterian Hospital/  
Weill Cornell Medical Center

**Debbie Sallis**

**Leonard H. Schrank**  
Former CEO  
SWIFT

**Stanley Sloter**  
President  
Paradigm Companies

**Michael B. Smith**  
President  
The Washington Center

**Thomas J. Stanton, III**  
Managing Director  
Jones Lang LaSalle Americas, Inc

**Gregg Walker\***  
Senior Vice President  
Sony Corporation of America

In Memory of William M. Burke †  
Founder and President, 1975–2004

\*Alumni

## The Washington Center for Internships and Academic Seminars

1333 16th Street, NW  
Washington, D.C. 20036-2205  
Phone: 202-238-7900  
Fax: 202-238-7700  
Toll Free: 800-486-8921  
Email: [info@twc.edu](mailto:info@twc.edu)  
[www.twc.edu](http://www.twc.edu)

---

© The Washington Center for Internships and Academic Seminars 2011. All rights reserved.

---

The Washington Center actively strives for equal access to its programs for all, regardless of race, religion, national origin, gender, sexual orientation, age, physical challenge or veteran status.

---

The information in this brochure is correct at the time of printing. The Washington Center reserves the right to make changes as circumstances warrant.

---

Images by Scott Lerman, Bill Gallery, Denny Henry and Joe Carabeo.



*Join the conversation!*



[www.facebook.com/  
TWCInternships](http://www.facebook.com/TWCInternships)



[@twcinternships](https://twitter.com/twcinternships)



[www.twc.edu/blogs](http://www.twc.edu/blogs)