From embassy headquarters to non-governmental organizations, think tanks to advocacy organizations, and consulting firms to media outlets, Washington, DC, is a focal point for many international and public policy activities.

Undergraduates from any course of study who would value firsthand policy experience are invited to apply to the Carnegie Mellon University Washington Semester Program (CMU/WSP), sponsored by the university’s Institute for Politics and Strategy. In this semester-long program, students live, work, and study in Washington, DC, coming into direct contact with political, business, and community leaders and learning about the most pressing policy issues of the day.

Students earn 48 units for the CMU/WSP, interning three days per week in any sector or field of interest within Washington, DC, while taking Carnegie Mellon courses. The Institute for Politics and Strategy sponsors events and a policy forum in Washington for students participating in the program to further enrich their experience and enhance their understanding of how Washington functions as a hub of international and public policy decision making.
“My semester in DC changed how I viewed my time at Carnegie Mellon and it changed how I viewed myself. Previous to DC, I had always thought that I was fit to handle diversity, but throughout my semester in DC, I truly began to gain the skills needed to understand and listen to people who had opinions that greatly contrasted with my own.”

MELANIE DIAZ, DC ’17
CMU/WSP, SPRING 2015
INTERNSHIP: COUNCIL ON HEMISPHERIC AFFAIRS (COHA)

CMU/WSP APPLICATION COMPONENTS

- CMU/WSP application form
- One-page essay
- Current résumé, reviewed by the Career and Professional Development Center
- Two letters of recommendation
- Unofficial transcript from Carnegie Mellon and official transcripts for any other undergraduate institutions where the student has completed course work

All application materials must be submitted no later than 5pm on Monday, March 6, 2017, to Emily Half, Academic Program Manager.

CMU/WSP ELIGIBILITY

- Full-time undergraduates from any college at Carnegie Mellon University are eligible to apply.
- Applicants should demonstrate a strong academic record with a minimum cumulative QPA of 3.0. Exceptions may be made for students with lower QPAs based on strong recommendation letters and application materials.
- The junior year is the ideal time to participate in the CMU/WSP. However, the program is open to second-semester sophomores, juniors, or first-semester seniors. Sophomores must declare a primary major before attending the CMU/WSP.

Academics

Carnegie Mellon students who participate in the CMU/WSP will earn a total of 48 units through the Institute for Politics and Strategy. All courses are taught by Carnegie Mellon faculty. Students will intern three days a week or approximately 24-25 hours and take classes the remaining days and some evenings. The academic program consists of the following:

**CORE COURSES (24 units total)**
- 84-450 Policy Forum (12 units)
- 84-360 Internship Seminar (12 units)

**ELECTIVE SEMINARS (24 units total)**

CMU/WSP course descriptions may be found on the CMU/WSP website and in the undergraduate course catalog under the Institute for Politics and Strategy.

Policy Forum

Carnegie Mellon University’s Policy Forum seminar takes a critical look at Washington, DC, as an arena for decision making in domestic politics and US foreign policy. It does so through weekly roundtable discussions with a diverse set of thought leaders. Based on intellectually significant essays that students are expected to read in advance of each class, these discussions give students an opportunity to ask probing questions about the three branches of the US government, media, embassies, advocacy groups, international organizations, and nongovernmental organizations.

Internship Seminar

The internship is the experiential “core” of the Washington Semester Program. In addition to a part-time internship, students will meet in the weekly seminar to report and reflect on their internship experiences, often joined by DC-based CMU alumni working in a variety of professional fields. The internship and internship seminar require approximately 27-28 hours per week.

Elective Seminars

Students enroll in 24 units of elective seminars. Offerings vary each semester. The tentative fall 2017 elective seminars are:

- 84-333 Power and Levers for Change in Washington, DC (12 units)
- 84-331 The Future of Mobility: Public, Private, Policy and Innovation (6 units)
- 84-346 Legal Issues in Public Administration (6 units)

Minor in Politics and Public Policy

Students who participate in the CMU/WSP are eligible to complete the Politics and Public Policy minor. Rooted in the discipline of political science, the minor investigates U.S. public policy issues and other matters of domestic politics while providing students hands-on and practical learning experiences.

In addition to 48 units gained by CMU/WSP participation, students must complete one course from the following list of courses offered at Carnegie Mellon University’s Pittsburgh or Qatar campus. Students may take this course before or after participating in the CMU/WSP:

- 84-104 Decision Processes in American Political Institutions
- 84-275 Comparative Politics
- 84-326 Theories of International Relations
Internships

Through the CMU/WSP, students gain valuable professional experience and make long-lasting professional and personal contacts. The CMU/WSP welcomes students with a wide array of backgrounds and interests, and students may pursue available internships in any sector or field in the Washington, DC, area.

Students participating in the CMU/WSP will intern three days per week for approximately 24-25 hours per week. The ultimate responsibility for securing an internship rests with the individual student. The internship search process is an important part of the professional development experience.

The CMU/WSP provides support to students in securing internships. After acceptance into the program, students will meet individually with CMU/WSP administrators to develop a personalized internship search strategy. The CMU/WSP will assist with placement in or referral to specific internships and will help in crafting cover letters, résumés, writing samples, and mock interviews.

Sampling of Recent CMU/WSP Internship Sites:

- American Foreign Policy Council
- Brookings Institution
- C-SPAN
- Center for American Progress
- Congressional Offices
- Democratic National Committee
- Embassy of France
- Foreign Policy Magazine
- Heritage Foundation
- NAACP
- National Archives
- National Defense University- Center for Technology and National Security Policy
- Polaris Project
- Potomac Institute for Policy Studies
- S. Daniel Abraham Center for Middle East Peace
- Republican National Committee
- U.S. Department of Education
- U.S. Department of the Interior
- U.S. Department of Justice
- U.S. Department of State
- U.S. Department of the Treasury
- U.S. Environmental Protection Agency
- U.S. Trade and Development Agency (USTDA)
- The U.S. Holocaust Museum
- The Kennedy Center
- The White House
- Washington Office on Latin America

*Please keep in mind that some internships at Federal agencies require student to have junior-level status in order to apply.

Friedman Fellowships

Students with strong academic records and financial need who are accepted to the CMU/WSP are also eligible for a Friedman Semester Fellowship, which helps to defray the cost of a semester in Washington, DC.

The Milton and Cynthia Friedman Fellowship Grants were created through a generous gift from Cynthia Friedman, currently a trustee of the university, in memory of her husband Milton, an alumnus of Carnegie Mellon. The grants encourage and support student participation in internships located in the nation’s capital. They are designed to foster significant work experiences that complement students’ academic studies and assist them as they make career and graduate education decisions. During the fall and spring semesters, fellowships are available on a competitive basis to undergraduates accepted into the CMU/WSP. There is no separate application process for the Friedman Fellowship. Awards are made by the admissions committee based on the strength of students’ CMU/WSP applications.

“I have learned more from my experiences this semester than I have in any past semester. My internship …helped me to understand what it means to engage in public service while gaining valuable skills. These skills—such as communications, event planning, logistics, time management, speaking, writing, project management, and many more—are directly applicable for succeeding in any career…I have become much more confident in my abilities to take initiative in the workplace, be proactive on assignments, and serve as a leader.”

EMMA SHI, DC ’17
CMU/WSP, FALL 2015
INTERNSHIP: WHITE HOUSE INITIATIVE FOR ASIAN AMERICANS AND PACIFIC ISLANDERS
Housing on the Hill

Students will live in the Senate Square Building as part of the Washington Intern Housing Network (WIHN). The residence is a quick 15-minute walk to the CMU/WSP offices and a 5-minute walk to Union Station and the metro, providing easy access to all of Washington, DC.

Each apartment includes a living room, three bedrooms housing six to seven students, two bathrooms, and a kitchen. The apartments are fully furnished and equipped with standard kitchen appliances, cookware, and dinnerware, an in-unit washer and dryer, cable and high-speed Internet. Students may take advantage of the on-site fitness facilities, mailboxes, lounge areas, 24-hour concierge service, media room, business center, and rooftop pool and lounge area. A grocery store is also located next to the Senate Square facility.

WIHN Housing website: http://thewihn.com/.

Program Cost

Students who attend the CMU/WSP will continue to pay Carnegie Mellon tuition, the standard double room fee, and other fees to Carnegie Mellon for the semester in which they are in Washington, DC. Students are eligible to receive the same financial aid package they receive while attending Carnegie Mellon. To discuss specifics of financial aid packages, please contact The HUB.

Faculty Lead

Dr. Kiron Skinner, Director, Institute for Politics and Strategy
kskinner@andrew.cmu.edu

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APPLICATION TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>February 7, 2017</td>
<td>Information Session*</td>
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<tr>
<td>February 13, 2017</td>
<td>Information Session*</td>
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<tr>
<td>March 6, 2017</td>
<td>CMU/WSP Application Deadline</td>
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<tr>
<td>March 17, 2017</td>
<td>Admission Decisions Announced</td>
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* All information sessions will take place in Baker Hall 154R from 4:30-5:30 p.m. Refreshments will be provided.

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Carnegie Mellon University
Institute for Politics and Strategy

RIDDHI ADHIKARI, DC ’16
CMU/WSP, SPRING 2015
INTERNSHIP: NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE (NAACP)

"My time in DC confirmed that I want to go to law school after finishing my degree, which let me feel more confident about how I want to move forward into next year. Outside of my academic achievements, it was a wonderful experience working to improve the community and working to help other people, a responsibility I feel that we all have to the world."

Carnegie Mellon University
Washington Semester Program
www.cmu.edu/lps/cmuwsp/index.html

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