

# The Carnegie Mellon University Washington Semester Program

FALL 2016

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 classes two days per week and in the evenings. 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 Tuesday, March 1, 2016, 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.

## UCDC Consortium

Carnegie Mellon University is a member of the University of California Washington Center (UCDC) consortium of schools. As a partner in the consortium, CMU/WSP students will have the opportunity to participate in courses and events sponsored by participating schools.

The University of California Washington Center is situated in a safe neighborhood near Dupont Circle and is within walking distance to many major landmarks and internship sites. The 11-story building has 24-hour security and houses approximately 230 students from the consortium of schools.

## Academics

Carnegie Mellon students who participate in the CMU/WSP will earn a total of 48 units through the Institute for Politics and Strategy, and their courses and grades will be listed on their Carnegie Mellon University transcripts. Students will intern three days a week or approximately 24-25 hours and take classes the remaining days and some evenings. The academic program will consist of the following:

- 84-450 Policy Forum (12 units)
- 84-360 Internship Seminar (12 units)
- Core Seminar (12 units)
- Elective Seminar (12 units)

CMU/WSP course descriptions may be found on the CMU/WSP website and in the undergraduate course catalog. Final selection of courses will take place after students are admitted to the program.

## 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

## 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.

## 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
- Embassy of France
- Foreign Policy Magazine
- Heritage Foundation
- NAACP
- Near East South Asia Center for Strategic Studies
- Office of the U.S. Trade Representative
- Polaris Project
- Potomac Institute for Policy Studies
- S. Daniel Abraham Center for Middle East Peace
- U.S. Coast Guard - Office of International Affairs
- U.S. Department of Education
- U.S. Department of Justice
- U.S. Department of State
- U.S. Department of the Treasury
- U.S. Environmental Protection Agency
- U.S. Global Leadership Coalition
- U.S. Trade and Development Agency (USTDA)
- The Kennedy Center
- The White House
- Vera Institute of Justice
- World Affairs Councils of 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

## APPLICATION TIMELINE

February 2, 2016	Information Session*
February 10, 2016	Information Session*
February 18, 2016	Information Session*
March 1, 2016	CMU/WSP Application Deadline
March 11, 2016	Admission Decisions Announced

\* All information sessions will take place in Baker Hall 154R from 4:30-5:30 p.m. Refreshments will be provided.

"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."

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

## Housing – University of California Washington Center (UCDC)

Students will live in the University of California Washington Center (UCDC) building. Residential apartments are located on the upper floors of the building with classrooms conveniently located on the lower four floors. The building offers 24-hour security, and electronic identification is required for entrance to the residential floors.

Each apartment includes a living room, two bedrooms housing four students, one bathroom, and a kitchen. The apartments are fully furnished and equipped with standard kitchen appliances, cookware, and dinnerware. Students may take advantage of the UCDC Residential Life staff, fitness facilities, laundry facilities, mailboxes, a student lounge area, and an outdoor deck.

## 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, Faculty Director, Carnegie Mellon University Washington Semester Program  
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## Carnegie Mellon University Institute for Politics and Strategy

Carnegie Mellon University  
Washington Semester Program  
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