

Welcome to the NORAD and USNORTHCOM Volunteer Student Internship Program Application

**\*Denotes required field**

\*Name \_\_\_\_\_

\*Email \_\_\_\_\_

\*Phone \_\_\_\_\_

\*Academic Institution \_\_\_\_\_

\*Degree Program \_\_\_\_\_

**Eligibility:**

\*You must be a U.S. citizen to be eligible for the N&NC Volunteer Student Internship Program. Are you a U.S. citizen?

Yes       No

\*You must be 18 years or older by the internship start date. Will you be at least 18 years of age by the internship start date?

Yes       No

\*Interns are expected to work at least 4 days per week with a minimum of 20 hours to a maximum of 40 hours per week. Note: interns do not work weekends or Federal holidays. Can you commit to this N&NC VSIP schedule for the entirety of the internship term?

Yes       No

**\*Please, select the statement that best describes you:**

A veteran of the United States Armed Forces who possesses a high school diploma or its equivalent and is continuing education in pursuit of a Bachelors, Masters, or PhD

Currently enrolled in a graduate program at a university (two-to-four year institution) and have completed two semesters prior to the internship start date.

Currently enrolled in an undergraduate program at a college, community college, or university (two-to-four year institution) and have completed two semesters prior to the internship start date.

None of these statements describes me.

**Personal Information**

Mr.  Ms.  Mrs.  Dr.  Prof.

\*Full Legal First Name \_\_\_\_\_

\*Middle Name(s) \_\_\_\_\_

If you do not have a middle name(s), please enter **NMN**.

\*Last Name \_\_\_\_\_

Previous Last Name(s) (if applicable) \_\_\_\_\_

\*Date of Birth \_\_\_\_\_

\*City of Birth \_\_\_\_\_

\*State of Birth \_\_\_\_\_

\*Country of Birth \_\_\_\_\_

**Contact Information**

\*Email Address \_\_\_\_\_

\*Cell Phone \_\_\_\_\_

Secondary Phone \_\_\_\_\_

**Current Address**

\*Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

\*City \_\_\_\_\_

\*State/Province \_\_\_\_\_

\*Zip/Postal Code \_\_\_\_\_

\*Country \_\_\_\_\_

**Permanent Address**

Select if your current address is the same as your permanent mailing address and skip to next section.

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

**Short Answer**

Please answer the following questions briefly and candidly.

**\*Why do you hope to participate in the N&NC VSIP?**

**\*What is one trait you possess or experience you have had that sets you apart?**

**\*Describe a volunteer activity you regularly participate. How does your community involvement shape your professional goals?**

**\*What are your short-term career goals? In what way(s) do you believe a N&NC internship would influence these goals?**

**\*Which current NORAD and/or USNORTHCOM mission do you value most? Why?**

**\*Describe a time that you faced adversity in a professional setting. How did you overcome the situation?**

**Internship Program**

\*If you previously applied to or participated in the N&NC Internship Program, please provide the term and year(s). Otherwise, please enter None.

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How did you hear about the N&NC Internship Program?

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If a former N&NC VSIP intern referred you, please specify whom:

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If you are applying for other internships in addition to the N&NC Internship Program, please list them here: Otherwise, please enter None.

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\*Are you planning to receive outside funding or stipend, including scholarships, donations, financial aid, or any other source of financial support while participating in this internship, or for the purpose of participating in this internship program?

Yes       No

\*Do you have resources to sustain yourself for the duration of your internship with N&NC VSIP?

Yes       No

\*Do you understand this is a volunteer program and no form of remuneration or other employee benefits are provided and that NORAD & USNORTHCOM does not provide housing assistance or support?

Yes       No

## Education

### List of Schools Attended

#### Undergraduate:

\*School Name \_\_\_\_\_

\*School Type \_\_\_\_\_

\*State/Province \_\_\_\_\_

\*Degree Type \_\_\_\_\_

\*Area of Study \_\_\_\_\_

Minor \_\_\_\_\_

\*Graduation Month/Year or anticipated graduation date \_\_\_\_\_

GPA or other rating (Include a rating scale-0.0 out of 4.0) \_\_\_\_\_

#### Graduate:

School Name \_\_\_\_\_

School Type \_\_\_\_\_

State/Province \_\_\_\_\_

Degree Type \_\_\_\_\_

Area of Study \_\_\_\_\_

Minor \_\_\_\_\_

Graduation Month/Year or anticipated graduation date \_\_\_\_\_

GPA or other rating (Include a rating scale-0.0 out of 4.0) \_\_\_\_\_

#### Additional:

School Name \_\_\_\_\_

School Type \_\_\_\_\_

State/Province \_\_\_\_\_

Degree Type \_\_\_\_\_

Area of Study \_\_\_\_\_

Minor \_\_\_\_\_

Graduation Month/Year or anticipated graduation date \_\_\_\_\_

GPA or other rating (Include a rating scale-0.0 out of 4.0) \_\_\_\_\_

## Academic Requirements

\*Is this internship required for your course of study?

Yes       No

\*Are you planning to receive academic credit for your participation in this internship program?

Yes       No

\*Will this internship assist with a thesis or capstone project? If so, please describe. If not, enter None.

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\*Will your academic institution require any specific forms or documentation from the N&NC VSIP team at the conclusion of your internship? If yes, please provide this information below or attach as a PDF.

Yes       No

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## Military

\*Military Experience

Never Served    Active Duty    Reservist    Veteran    Other (If other, please explain.)

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\*Do you have, or have you ever held, an active security clearance? If yes, list clearance level and approximate date(s). If not, enter None.

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## Departments of Interest

\*Rank your top five departments of interest on the lines below. You may not select the same department more than once. See Attached PDF to reference Command Staff Structure.

Note: These preferences are used only as a reference and do not guarantee you will be placed in one of your listed departments of interest.

\*\* Please, be advised that security requirements and other factors may limit internship appointment within J-Directorates and Special Staff offices of NORAD and USNORTHCOM. \*\*

\_\_\_\_\_ N&NC J1 Manpower & Personnel

\_\_\_\_\_ N&NC J6 Cyberspace Operations

\_\_\_\_\_ \*\*N&NC J2 Intelligence\*\*

\_\_\_\_\_ N&NC J7 Joint Training & Exercises

\_\_\_\_\_ NORAD J3 Operations

\_\_\_\_\_ N&NC J8 Requirements, Analysis & Resources

\_\_\_\_\_ USNORTHCOM J3 Operations

\_\_\_\_\_ N&NC J4 Logistics & Engineering

\_\_\_\_\_ \*\*Washington Operations Center\*\*

\_\_\_\_\_ N&NC J5 Strategy, Policy & Plans

\_\_\_\_\_ Special Staff

## Computer Skills

List all that apply

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## Professional Experience

In addition to what you provide on your resume, list any activities that you feel will be applicable to this internship.

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## Languages

Please list all languages with which you have experience. Include the proficiency level. Rate your proficiency on a scale of 0-5 in the table below. For explanation of Scale levels please see:

<https://www.govtilr.org/index.htm>

- 0- No or Memorized Proficiency
- 1- Elementary Proficiency
- 2- Limited Working Proficiency
- 3- General Professional Proficiency
- 4- Advanced Professional Proficiency
- 5- Functionally Native Proficiency

Language	Reading	Writing	Listening	Speaking

**Resume and Cover Letter**

\*Attach a copy of your resume and cover letter. Attachments must be in .pdf format.

**Educational Acknowledgement**

\*Attach your signed educational acknowledgement form. Attachments must be in .pdf format.

**Educational Transcripts**

\*Attach your official/unofficial transcripts. Attachments must be in .pdf format.

**Application Certification**

**Please read the statement below and check the box if it applies. If you do not certify your information, your internship application will not be complete and will not be considered.**

*My statements on this form and in any attachments are true, complete, and correct to the best of my knowledge and belief. I understand that falsification of any of my answers will lead to the rejection of my application and/or immediate dismissal from the program.*

*I understand all N&NC VSIP candidates must consent to a suitability determination, security investigation, and drug test. Acceptance into the program is conditional upon favorable completion of the suitability determination, security investigation, and drug test. All security measures are confidential and intended to protect the applicant as well as NORAD and USNORTHCOM.*

*It should be noted that, under 5 U.S.C 3111, a student volunteer is not a Federal employee for any purposes other than injury compensation and law related to the Tort Claims Act. Student participation in the program is on a voluntary basis, and there is no remuneration or other employee benefits provided. NORAD & USNORTHCOM do not provide housing assistance or support. Volunteer service is not credible for leave or any other employee benefits or monetary compensation.*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date