



Postsecondary National Policy Institute's Summer Scholar Program: May 29 - August 3, 2018

The Postsecondary National Policy Institute (PNPI) is delighted to announce the third season of the PNPI Summer Scholar Program (May 29-August 3, 2018). PNPI's Summer Scholar Program provides a unique opportunity for highly-motivated undergraduate seniors or graduate students with demonstrated financial need to learn about federal higher education policy and help to shape professional development seminars for current and prospective higher education policymakers, all while offering the financial support needed to live and work in Washington, D.C.

Eligibility Requirements

- Must be enrolled in an accredited college or university as a full-time senior undergraduate student or graduate student. Proof of enrollment required (recent transcript).
- Must demonstrate **financial need**. Undergraduate students must have received a Pell grant in the most recent academic year. Graduate students must have received a Pell grant in their senior year AND must demonstrate Pell-eligibility for the most recent academic year per the estimated family contribution listed on their Federal Student Aid Report (additional details regarding graduate student eligibility can be found below).
- All majors/fields of study accepted, but candidates must indicate an interest in postsecondary education policy or practice.
- If currently living outside of D.C., must be able and willing to relocate to Washington, D.C. from May 29, 2018 to August 3, 2018.
- If selected for an interview, must have access to Skype or Google Hangouts.
- Must be able to work 35 hours/week in Washington, D.C. for the duration of the internship.
- Must be able to travel with PNPI staff to Congressional events and seminars both on Capitol Hill and in the contiguous United States (all travel expenses covered by PNPI).
- Must have excellent communication, writing and interpersonal skills.
- Must be a self-driven and highly-motivated independent worker.
- Priority will be given to applicants who currently live or attend school outside of Washington, D.C. and who have never previously interned in Washington D.C.
- Must submit application and all required materials no later than **5pm EST on Monday March 5, 2018**. No late applications will be reviewed or accepted.

Benefits

- Opportunity to work with the leading provider of professional development for federal policymakers who work on higher education issues.
- Competitive hourly wage (\$15/hour).
- Housing provided (details and arrangements to be made before start of internship).
- Additional stipend to cover miscellaneous incidentals.
- For students residing outside of the Washington, D.C. metropolitan area: roundtrip airfare, train fare or mileage reimbursement to travel to and from Washington, D.C. at the start and finish of the internship.
- SmartTrip Metro card to cover costs of traveling to/from work.
- Opportunity to attend all PNPI events, in and outside of D.C.

- Option to attend a variety of education-related professional development events in the D.C. area.
- Opportunity to evaluate internship experience and help shape the future of the program.
- Mentoring provided by PNPI senior staff.

Work plan

The PNPI Summer Scholar can expect to contribute to PNPI's work in the following ways:

- Helping to plan, support and staff PNPI seminars.
- Drafting featured reports for the PNPI website.
- Researching topics in postsecondary education.
- Helping to curate resources for Congressional staff.
- Attending and reporting on postsecondary policy events in Washington, D.C.
- Updating PNPI website resources.
- Supporting and expanding PNPI's social media presence.

Application process: All applicants must email the following to pnpi@pnpi.org with the subject line: Last Name, First Name, PNPI Summer Scholar Program Application. **ALL MATERIALS MUST BE ATTACHED TOGETHER IN ONE EMAIL.**

--a PNPI application (below)

--a copy of your resume

--a transcript to verify full-time enrollment status

--**UNDERGRADUATE STUDENTS:** a copy of your most recent financial aid award letter

--**GRADUATE STUDENTS:** a copy of your student aid report (SAR) AND a copy of your financial aid award letter from your senior year (accessible via <https://www.nsls.ed.gov/npas>)

Timeline:

Applications due: March 5, 2018, 5pm EST

Interviews conducted: March 2018

Applicant chosen and notified: April 2018

Start Date: Tuesday, May 29, 2018

End Date: Friday, August 3, 2018

Any questions should be submitted in writing to pnpi@pnpi.org. No phone calls please.

17. Short Answer Question #1 (750 words max): Why are you interested in the PNPI Summer Scholar program?

18. Short Answer Question #2 (500 words max): What career goals might participation in the program help you achieve?

19. I certify that the following statements are true (type initials into the box below):

a. If I reside outside of the Washington D.C. Metropolitan area, I will relocate to Washington, D.C. for this internship if selected.

b. I am a full time senior undergraduate student who receives a Pell grant OR I am a full time graduate student who received a Pell grant as a senior AND has an EFC of \$5,234 or less on my federal student aid report (SAR).

c. I understand that my application is not complete until I submit this application, a copy of my transcript, resume and either my federal student aid award letter (undergraduate students) OR my federal student aid report and the federal student aid award letter from my senior year (graduate students) via email to pnpi@pnpi.org.