

InterDom Student Enrollment Checklist:



Documents Required for Acceptance:

Note: ALL documents must be submitted in their original formats. Faxed, scanned or emailed documents cannot be accepted unless otherwise stated.

- InterDom Enrollment Form (attached)
- Resume and cover letter
- UNIBE Enrollment Form (if you will be taking a class)
- Copy of Passport
- 4 passport-style photos
- *Certificate of Good Conduct
- **Certificate of Good Health
- Academic Record (Transcript)
- Recommendation letter from faculty (sent in original form or via email as a Microsoft Word attachment with digital signature)
- Passport Photo in high-resolution jpg format
- Sponsor letter or proof of funds available to pay program fees
- \$150 application fee

Other Requirements (sent to you by InterDom after acceptance into the program).

- Housing Agreement (if necessary)
- T-shirt Request Form
- Cell Phone Request Form
- Interview Publication Agreement
- Waiver and Release
- Health Insurance Form

Deadline to submit your application documents

Program start date	Application documents must be received in the InterDom office by
June	April 15 th
September	July 15 th
January	November 15 th
May	February 15 th

All payments should be received 20 days before travel. Please make a Check or money order payable to GLOBAL FOUNDATION FOR DEMOCRACY AND DEVELOPMENT.

Mailing address:

Global Foundation for Democracy and Development
InterDom Program
780 3rd Avenue Suite 1903.
New York, NY 10017.

Email: interdom@interdominternships.org

Telephone: 212 – 751 – 5000

Fax: 212 – 751 – 7000

* The Certificate of Good Conduct is either a letter or a background check issued by your local or campus police precinct stating that you have no criminal history and are free to travel outside the country

** The Certificate of Good Health is a doctor's note issued within six (6) months of your travel date listing any medical conditions you may have, and stating whether or not you are fit to travel. Immunization records will not be accepted.



Application Form

Preferred Program		Start Date
	Professional Semester (22 weeks)	September / January
	Professional Year (32 or 48 weeks)	September / January
	Fellows Program (10 or 12 weeks)	May / June / Sept. / January
	InterDom Academic Semester (15 weeks)	January / June / September
	Caribbean Summer Program (10 weeks)	June
	Program for Graduate and Gap Year Students (10, 12, 22 or 32 weeks)	January / June / September
Name:		
Last name:		
Sex:	Female Male	
E-mail:		
Telephone number(s):		
Cellular number:		
Address:		
City:		
Country:		
Nationality:		
Date of birth:		
Civil status:	Single Married	
University or Employer:		
Major and University year:		
Languages Spoken:		
Allergies (food, medication, etc.)		
Level of Spanish:	Basic Intermediate Advanced Don't know	
How did you find out about InterDom?		
Describe your areas of interest:		
Signature:		
Date:		

Please attach your resume and cover letter to this application in PDF or Microsoft Word format, and send to: interdom@interdominternships.org
 If applying to the Fellows Program, please also attach an academic writing sample.



UNIBE Enrollment FORM

First name	
Last name	
Gender	
Birthplace (City/Country)	
Country of citizenship	
Country of residence	
Social security number	
Passport number	
University of origin – country	
Permanent address	
Street	
City	
Country	
Zip code	
Telephone	
Fax	
Email address	
Contact in case of emergency	
Telephone	
Email address	
Semester	September - December
	May – August
	January – April
Year	
Signature	
Date	

By signing this form you agree that you understand the terms and conditions of the InteRDom program:

- 1) The student is solely responsible for submitting original and verifiable information by the deadlines stated on page 1.
- 2) The student should file this application with the support of an academic advisor to make sure that his/her program selection fit his/her academic requirements.
- 3) The ministry of education of the Dominican Republic requires that all international students submit ORIGINAL documentation.
- 4) The student understands that admission in the program will be subject to InteRDom criteria based on academic background and references, language abilities and the availability of resources to finance the experience.
- 5) The student understands that he/she is applying to the InteRDom program voluntarily based on his/her interest in the Dominican Republic and the Caribbean region, and in receiving professional experience and transferring credits to his/her home institution.
- 6) Application to InteRDom has a US\$150 fee that should be submitted with formal application package. See page 1 for mailing information.
- 7) The student understands that he/she should confirm his/her participation in the program by email no more than 10 days after receiving the internship proposal. The confirmation of his/her participation should be sent to this email address: interdom@interdominternships.org
- 8) The student is responsible for following-up on the application and requesting as much information as necessary from the program's representatives.
- 9) Internship proposals are normally sent 3-4 weeks after receiving a completed application. The student is responsible for accepting the proposal after discussing the document with the internship coordinator. If the student fails to confirm his/her acceptance, no guarantee will be given for his/her participation in the internship.
- 10) InteRDom reserves the right to cancel or interrupt the admissions process if the information submitted is not reliable or incomplete.

Student's name

Signature

Date