

**Caltech-Japan Internship Program Application  
Summer 1998**

**Special Instructions for  
Application Form  
and  
Resume/Data Sheet**

Personal information to include at the top of your resume:

Full Name - First, Middle, Last

Caltech Mailing Address

Home or Permanent Mailing Address

Date of Birth

Nationality

If not US citizen list Visa Status and Alien registration #

Passport # and where issued (city and country)

The above information will be necessary for the companies to have if you are selected to submit an application to companies for an internship.

Campus selection interviews will take place during the first week of December and material will be sent to companies immediately after the selection interviews. Included with your application and resume will be an evaluation and recommendation based on your interview.

A slight change in the program this year will be that both you and the companies will be more involved in the selection. It is important that you put in your application your reasons for selecting each company in which you are interested and in the first interview you will be asked to expand on this. We will send your material to the company of your first choice but they will be able to review this material prior to the January meeting to determine if there is a reasonable project for you with their organization.

The application form will be put on the Career Development Center home page on Monday, November 10, so that you will be able to use a word processor to complete it. Please use complete sentences and be as informative as possible. This questionnaire may be sent as part of your application packet. Hand written applications are not acceptable.

As in past years students who will have completed the second year of Japanese will be given preference as will continuing students.

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## Caltech-Japan Internship - Summer 1998

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**Return this questionnaire with a resume** (See special information necessary)  
**and a copy of your transcript** (unofficial OK) to:

**Career Development Center, 8-31**  
**Deadline: November 21, 1997**

Name \_\_\_\_\_ email \_\_\_\_\_ Mail Box \_\_\_\_\_

Option \_\_\_\_\_ Expected Graduation Date \_\_\_\_\_

Citizenship: US \_\_\_\_\_ Other \_\_\_\_\_ Visa \_\_\_\_\_

Japanese language Background, list Caltech classes completed or other Japanese language experience:

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### Dates of Internship

Would you be able to be in Japan to work from June 22, 1998 through September 4, 1998?

YES \_\_\_\_\_ NO \_\_\_\_\_

If not what dates would you be available?

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Which three companies that have had interns would you be most interested in?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Write a short essay listing at least three reasons that an international internship in Japan is of interest to you.

## EXPERIENCE

Describe what you have done each summer since high school.

Describe any work during the academic year.

## ACTIVITIES AND INTERESTS

Describe any activities in which you have been involved while at Caltech.

## SPECIAL SKILLS

Describe any computer, laboratory or technical skills which you might use and develop during an internship.

## TRAVEL

Describe any experiences you have had traveling or living in another country.