



Application for IPC-IG Internship Programme

Instructions :

- a. This form must be filled in and signed by the applicant and sent by e-mail to francisco.filho@ipc-undp.org or by fax to + 55 61 2105 5001
- b. Attach to this form the other required documentation (updated résumé, endorsement letter and copy of passport's identification page).
- c. Applicants will also be interviewed.

1. Name of Applicant:

2. Passport Number, Expiration Date and Present Nationality:

3. Street Address and Telephone Numbers:

4. E-mail addresses:

5. Present University or Institutional Affiliation:

6. Area of Study:

7. Degree expected:

Masters _____
Doctorate _____
Other (please specify) _____

8. Date degree will be granted (Day/Month/Year):



9. References (Name, Position, E-mail). Indicate at least one reference from your present university or institutional affiliation.

10. Languages

	Fair	Good	Fluent	Native
English				
Spanish				
Portuguese				
French				
Others (please specify)				

11. Briefly explain your reasons for applying to the IPC-IG Internship Programme. Please include specific objectives and expected benefits of the internship.



12. Requested dates:

Please select one of the indicative options given below:

- Option 1 – From February through April
- Option 2 – From April through June
- Option 3 – From June through August
- Option 4 – From August through November
- Option 5 – From September through December

The above is an indicative schedule. Please also inform the specific period intended for the internship below:

From: _____ To: _____ (Day/Month)

13. Internship Area:

- Area 1 - Support to Communications, Outreach and Advocacy activities
- Area 2 - Research Assistance - Social Protection and Cash Transfers
- Area 3 - Research Assistance - Social Inclusion
- Area 4 - Research Assistance - Inclusive Growth
- Area 5 - Research Assistance - South-South Learning



14. Statement of understanding of the conditions of the Internship

I understand that, should I be accepted as an intern in UNDP, the following conditions will apply:

- a) **Status:** Although not considered a staff member of UNDP, I shall be subject to the authority of the Administrator and the authority delegated by him to the Heads of Bureaux and Offices. I understand that I am not entitled to the privileges and immunities accorded by member states to UNDP, its officials and staff members.
- b) **Financial Support:** I shall not be paid by UNDP and must make my own arrangements for living expenses. Travel costs to and from the duty station and living accommodation are also my own responsibility or those of the sponsoring institution.
- c) **Medical Health and Life Coverage:** UNDP accepts no responsibility for costs or fatality arising from illness or accidents incurred during the internship; therefore, I must carry adequate and regular medical and life insurance. I will be covered by the following health and life insurance during the internship period (your application will not be processed unless you provide this information!).

Medical: _____

Life: _____

- d) **Passports and Visas:** I am responsible for obtaining necessary passport and visas when required. UNDP will issue only a letter stating acceptance of an individual as an intern and the conditions governing the internship.
- e) **Confidentiality and Publication of Information:** As an intern, I will respect the confidentiality of information that I collect or am exposed to at UNDP. No reports or papers may be published based on information obtained from UNDP without the explicit written authorization of the Head of Bureaux or Office.
- f) **Employment Prospects:** The UNDP Internship Programme is not connected with employment and there is no expectancy of such. Interns cannot apply for posts advertised internally to UNDP staff during the period of internship.

Signed: _____ Date: _____