

**Business Internship Program Texas2013
Application Form**



Basics

1. Name: (Romaji, and Kanji or Hiragana)
2. Student Number:
3. Faculty:
4. Email: (that you check daily, but not your ketai address)
5. Telephone number:
6. Country of Birth:
7. Japan visa/residency status (non-Japanese):
8. Date of Birth:
9. Current Age:
10. Do you have a current passport?

Schedule

11. Please circle the best day and write the time you are available (May 15, 16, 17).
12. Will you be able to meet with the intern group and teacher once a week in June, July and the first week of August?
13. Will you be able to attend a training retreat on one weekend, date yet to be set?
14. Will you be able to travel to Texas on August 8, 2013?
15. Will you be free to work until August 28?
16. Is there any other important project or activity you need to do this summer?
If so please specify?

17. Will you be able to pay the internship fees within three weeks of being accepted?

Physical Condition

18. Are you currently in good physically condition?
19. Are you currently taking any medication? If yes, please specify.
20. Do you have any allergies? If yes, please specify.
21. Are you willing to share a hotel room over the course of your internship?

Skills and Qualifications

22. List your skills & abilities. Please list all that are appropriate to an office. work situation, including any other languages you can speak:

23. List your previous study abroad or travel experience: where, what, and for how long?

24. What was the most difficult or challenging aspects of your experience listed above?

25. What English qualifications do you have? (e.g. TOEIC/Eiken):

26. Do you have a part-time job or have you ever had one? Please describe what you do/did in your part-time work?

27. Please explain the three most important things you have learned about communication and/or business while working at your part-time job.

28. Do you have an English resume? If so, please include it with this application form.
29. Have you ever participated in an internship before, including in Japan? If so, please state the details.

Short Essay

30. Personal statement and reasons for applying. Use as much space as you need, including extra paper.

After completing this application form send it to me by e-mail or put it in my office mailbox (Keizai Building, Office 612) by May 10, 2013.

Thank you very much.

**If you have any further questions please email Mr. McCasland in English:
(mccasland@econ.fukushima-u.ac.jp)**