

How to Prepare an Effective CAA Fellowship Application

- ◆ The Council of American Ambassadors' Fellowship program is targeted to *undergraduates who have completed their junior year of university studies and are entering their senior year*. Please ensure that your application conforms to the Program's eligibility criteria.
- ◆ Application for the CAA Fellowship requires completion of the online application of our partner, The Fund for American Studies (www.dcinternships.org/icpes/caaf/index.asp), **in addition to** the following:
 - ◆ Two (2) distinct essays are required to support your CAA Fellowship application:
 - ◆ The first essay, which should be no more than 500 words in length, should discuss the reasons why you wish to pursue a career in international affairs and why you believe that the CAA Fellowship can help you to achieve your career goals. The purpose of this essay is to enable us to understand your thinking about career development in diplomacy/international affairs and whether a CAA Fellowship would truly make a critical difference for your future. *Note: This essay should be sent to the attention of the Fellowship Committee at the Council of American Ambassadors via email (council@americanambassadors.org) or via fax (202.296.0926). It may also be submitted to The Fund for American Studies to satisfy the Fund's "Statement of Purpose" requirement.*
 - ◆ The second essay, which should be no more than 750 words in length, should discuss a challenging international issue and the reasons why the issue is important. It also should outline recommendations for resolution. This essay is intended to demonstrate your ability to analyze and conceptualize solutions to major policy issues. *Note: This essay may be submitted to The Fund for American Studies to satisfy the Fund's "Topical Essay" requirement.*
 - ◆ Two (2) letters of recommendation from faculty or supervisors who know your work are required to support your CAA Fellowship application. One of these letters of recommendation will satisfy the TFAS requirement. Please follow the instructions posted on the TFAS Web site for submitting these letters.
- ◆ It is to your advantage to submit a complete, carefully prepared, formatted and proof-read application. Don't let typos, careless errors or missing or incomplete information spoil the impression of an otherwise strong application.