



Indian Council of World Affairs
Sapru House, Barakhamba Road
New Delhi

Internship Programme

The internship programme in the Indian Council of World Affairs (ICWA) is intended to provide an opportunity for the Interns to familiarise themselves with the foreign policy issues and initiatives of the Government and on India's international relations. It also provides a platform to discuss, analyze and deliberate the outcome of foreign policy initiatives with the Council's Research Fellows and Distinguished Speakers/Invitees on issues of international and strategic importance.

Eligibility

The programme is open to Indian citizens. The candidates should at least have a Master's Degree in Humanities, preferably in Political Science or International Studies. M .Phil/ Research students from India & abroad can also apply. Research scholars from specialised fields like energy security, climate change, disarmament, the international economy etc. or with formal background in International Relations and World Affairs will be given preference depending upon the requirement of ICWA. The Intern should have excellent academic track-record [First Class/Near First Class] and should preferably be from a Centre/Institution of excellence. The internship programme will neither be a job nor any such assurance for the job. ICWA has been recruiting Research Interns on purely contractual basis subject to satisfaction of the Competent Authority.

Duration

The duration of the internship[contractual] will be for a period of 6 months with probation period of three months duration; and could be extended to a maximum period of one year: subject to overall need and satisfaction of the Council.

Remuneration

Selected PG and M.Phil Interns will be paid gross emoluments of Rs.12,500/ pm and Rs.15,000/pm respectively subject to TDS [Professional Tax @10% of the annual gross emoluments, if/when applicable]

Declaration of secrecy

Interns are required to furnish to ICWA a declaration of secrecy before the commencement of the internship. Verification and vetting from security angle has to be completed on basis of personal particulars submitted by the intern, after the selection process and before the actual internship programme commences.

Logistics support

Necessary logistic support will be provided to the intern taking into account the functional requirements and administrative and financial concurrence of the Competent Authority of the Council.

Submission of report

The Interns will be required to present a minimum of one Policy Brief, one Report and one to three Viewpoints during their 6-months internship to DG/DDG.

Certificate of Internship

Certificates will be issued to the Interns on satisfactory completion of their internships and on submission of their Policy Briefs/Viewpoints/Reports (as the case may be) and its evaluation by the Competent Authority of the Council.

Mode of Application

Interested students can send their applications, along with their CVs, in the attached format to DDG on ddg@icwa.in and ddgoffice@icwa.in The candidate will be required to produce a permission letter from their Supervisor/Head of Department, in case he/she is interested to join internship during their course-work.

Selection Procedure

All the applications will be scrutinised by Competent Authority of the Council and the actual offer will be sent to the selected candidates subject to the availability of slot, consent and approval of the Competent Authority. The decision of the Competent Authority shall be final and binding and no queries shall be entertained after the selection. The selection process may be done on need basis after taking into account the requirements from Research Fellows.

Number of Interns in ICWA

Maximum number of slots to be offered for internship shall not exceed 10 at any point of time.

Termination:

ICWA can instruct the Intern to terminate the programme at any time, as ICWA deems fit, and without showing any reason. ICWA's decision shall be final in this regard. Intern can choose to leave the programme, if she/he so desires, giving prior notice of one month to the Competent Authority of the Council.

PROFORMA OF APPLICATION

Affix
Passport size
Photo

Latest Passport size Photo to be affixed.

Name :

Nationality :

Whether any family member holds foreign nationality. If yes, details thereof :

Address for correspondence :

Contact No. :

E-mail address :

Date of Birth :

Educational Qualification (Starting from Matriculation onwards) :

Sl No	Name of Board/University /Institute	Examination Passed	Year of Passing	Division obtained with percentage	Subjects

Course presently pursuing, the University/Institute and its duration :

Period during which internship is required :

Names of 2 References from the present Institute or the Institute last attended :

Extracurricular activities :

Projects undertaken, if any :

Reasons for joining the internship (in brief not exceeding 50 words) :

I certify that the above information furnished by me is true to the best of my knowledge and belief.

Place: (Signature)

Date: (Name)

Authentication of particulars furnished above by the Institute/University
This is to certify that the information furnished by Mr./Ms.
in the application form above is correct to the best of our knowledge.

Recommendations:

(Signature and seal of authorised official)