



The NTDC Scholarship Program **Program and Application Information for the Spring 2026 Semester**

The NTDC Scholarship Program was established to provide University of North Texas students an opportunity to participate first-hand in the American political process, learn how the various Washington DC entities formulate public policy, and learn how other governmental agencies interact with that process.

The program's objective is to provide students with an insight into public life and the policy-making process by working in governmental, nonprofit, and private sector internships. Furthermore, the internship offers students real world experiences where they can apply classroom learning. During the internship, students will refine their career interests, develop leadership and professional skills, and gain a deeper understanding of American politics. The ability to translate academic theory to professional practice is essential to a successful internship experience. *The NTDC Scholarship Program* exists to give students the opportunity to gain real experience in a professional work setting. Students can measure, in a supervised setting, how well they are prepared for a career path while sampling what a specific profession has to offer.

Applicants must meet certain requirements. More importantly, applicants must demonstrate a positive attitude, a strong work ethic, good communication skills, and creativity. Life on "the Hill" can be extremely rewarding, but it can also mean late nights and hard work. Extra hours spent today can mean a job tomorrow. Successful Capitol-area interns also have a passion for policy-making, excellent public speaking skills and a commitment to the program.

Scholarships are available to undergraduate students who have completed a **minimum of 60 semester credit hours with a minimum cumulative grade point average of 3.0**. Graduate students must have completed a minimum of 15 semester hours with a minimum cumulative grade point average of 3.25 to be eligible to participate. All majors and disciplinary backgrounds are encouraged to apply. Please note that the financial award can affect financial aid. If you receive the financial award, please be sure to verify everything with financial aid before your departure.

Applications are due Friday, October 10th by 5:00 p.m. For additional information about the program, please contact the office at either 940.565.4909 or e-mail NTDC@unt.edu. Applications may be submitted with all components in their entirety or through multiple submissions as components are completed, but it is the responsibility of the candidate to confirm that all components are on file by the deadline.

For spring 2026, we will be sending students to Washington DC!

Applications are submitted via email:

NTDC@unt.edu

or

If you prefer to submit a hard copy, we can take printed materials in
Hurley Administration Building, Suite 207 Monday-Friday 8am-5pm.

All applicants must provide the following information

Recent Photograph:

Attach a recent headshot of yourself to the application.

Résumé:

Include a one-page resume that outlines your educational background, honors and recognitions, work experience, special skills (including foreign language proficiencies), etc. If you do not have a current resume, check with the Career Center for advice on format.

Transcript:

While an official transcript is preferred, an unofficial one will suffice. Official UNT transcripts may be obtained from the Registrar's Office.

Letters of Recommendation:

Two letters of recommendation are required. At least one letter **must** be from a faculty or staff member at UNT. Letters may be given to the student who will then attach them to their application and other supporting materials, or they may be sent directly to the Vice President for Student Affairs Office or NTDC@unt.edu by the person making the recommendation. It is the student's responsibility to make sure that the recommendation is received by the deadline.

Essay:

In 300–500 words, explain how the NTDC opportunity will support your career goals. What skills or experiences do you hope to gain, and how will they help you transition into your chosen field?

-Include your name.

-This essay should be typed, double-spaced, and not exceed 300 to 500 words.

Social media accounts:

Due to the nature of the internship part of the application process includes research into an applicant's social media history. It is important that all interns represent themselves in a positive and professional image both in person and online. Freedom of speech is an important aspect of social media, but applicants must understand that any content posted to the internet can be seen as a reflection of UNT, the NTDC Program, and your internship office placement. Please note that any content posted under "privacy." settings are still considered "public". Please take the time to clean up content on your social media accounts that may include but not limited to:

- Statements or posts that are or can be easily misconstrued by readers
- Alcohol or drugs
- Politically charged
- Politically incorrect
- Inappropriate
- Bullying
- Threats

*Note: You **must** include the handle/link to your account, even if the account has been deactivated. If you do not share your account handles and are found to have accounts that you kept out of this application, it will count as an incomplete application.



The NTDC Scholarship Program **Application Form**

Complete the following application and attach additional materials listed below. Type or print clearly.

Applications are due Friday, October 10, 2026, at 5:00pm for Spring 2026 internships.

This application is for interns for the Spring 2026 term only.

General Information:

Name: _____

First

Middle

Last

Date of Birth: _____/_____/_____

E-mail Address: _____

Home Phone: _____

Cell Phone: _____

Mailing Address: _____

Permanent Mailing Address: _____

Residence Classification: In-State ☐ Out-of-State ☐ International (Non-U.S. Citizen) ☐

Name of Your Home District U.S. Representative: _____

Facebook URL: _____

Twitter URL: _____

Other social media accounts: _____

School Information:

EUID#: _____ Student ID#: _____

Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Masters ☐ Doctoral ☐

Major(s): _____ Minor(s): _____

Cumulative Grade Point Average: _____ Anticipated Date of Graduation: _____

Please attach the following to this application:

- Recent Photograph

- Résumé

- Official UNT transcript

- Two Letters of Recommendation (One letter from a UNT Faculty Member or Administrator)

Essay: In 300–500 words, explain how the NTDC opportunity will support your career goals. What skills or experiences do you hope to gain, and how will they help you transition into your chosen field?

-Include your name.

-This essay should be typed, double-spaced, and not exceed 300 to 500 words.