**SUMMARY APPLICATION FORM**

**INTERNSHIPS AT THE PERMANENT BUREAU**

***Summary application***

*This summary application form, including all the requested documentation, should be submitted by e-mail to*[*internships@hcch.nl*](mailto:internships@hcch.nl)*.*

|  |  |
| --- | --- |
| Title (Mr, Ms, Dr…): | Please insert text here |
| Family name(s): | Please insert text here |
| First/middle name: | Please insert text here |
| Address: | Please insert text here |
| Telephone number: | Please insert text here |
| E-mail address: | Please insert text here |
| Nationality(ies): | Please insert text here |
| **STUDIES** | I am currently enrolled or have completed  Bachelor’s degree  Please insert the name of the University here  Completed or expected in: Please insert year  LL.M.  Please insert the name of the University here  Completed or expected in: Please insert year  Juris Doctor  Please insert the name of the University here  Completed or expected in: Please insert year  PhD/Doctor of Laws  Please insert the name of the University here  Completed or expected in: Please insert year |
| Have you already completed a Private International Law course? | Yes Please insert any comments  No Please insert any comments |
| **RELEVANT PROFESSIONAL EXPERIENCE**  *Internships may also be included*  Number of years of **legal** **work experience** (total) and nature of the work: | Please insert the number of years and a very brief description of the nature of the tasks you have completed |
| **DURATION OF THE INTERNSHIP AT THE PERMANENT BUREAU:**  *As a general rule, the duration of an internship is three to six months.*  Preferred duration:  Preferred start date:  Any alternative dates? | Please insert text here  Please insert text here  Please insert text here |
| **INTEREST IN HAGUE CONVENTIONS:**  *You may select more than on option*   1. Family / Child Protection Hague Conventions and legislative projects: | I have a preference to work in this area:  Yes  No  If yes, I am particularly interested in:  Abduction  Adoption  Child Protection  Maintenance  Protection of Adults  Family agreements  Parentage/Surrogacy  Protection orders  Wills  Divorce |
| 1. Legal Co-operation and Litigation Hague Conventions and legislative projects: | I have a preference to work in this area:  Yes  No  If yes, I am particularly interested in:  Apostille  Service  Evidence  Access to Justice  Choice of Court  Judgments project  Protection of tourists |
| 1. Commercial Hague Conventions and other legislative projects: | I have a preference to work in this area:  Yes  No  If yes, I am particularly interested in:  Trusts  Securities  Choice of law in international contracts |
| 1. HCCH promotional activities / good governance | Please insert here |
| 1. Other | Please insert here |
| **LANGUAGES** |  |
| English: | Yes, native  Yes, but non-native  No  If non-native, please state your level\* |
| French: | Yes, native  Yes, but non-native  No  If non-native, please state your level\* |
| Other languages 1: | Please insert here the language  Yes, native  Yes, but non-native  No  If non-native, please state your level\* |
| Other languages 2: | Please insert here the language  Yes, native  Yes, but non-native  No  If non-native, please state your level\* |
| **OTHER COMMENTS:** | Please insert here |
| I have **attached** to my application: | 1. A *curriculum vitae*   Yes  No   1. A letter of motivation   Yes  No   1. A transcript of academic records –   Yes  No   1. A writing sample (an excerpt of any of your academic writings in English or French) –   Yes  No   1. One (or more) letters of recommendation –   Yes  No  **Please note that only applications with all the above documentation will be considered** |

*\***When stating your level,* ***please refer, to the extent possible, to the levels used in the Common European Framework of Reference for Languages*** *elaborated by the Council of Europe.**You may wish to use the self-assessment grid available* [*here*](https://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf)*.*