

Rutgers Scarlet Service in Washington, DC 2026 Application

DEADLINE: WEDNESDAY, NOVEMBER 19

RSS-DC Introduction and Application Instructions

Rutgers Scarlet Service in Washington, DC (RSS-DC) 2026 Application

This is the application for **Rutgers Scarlet Service in Washington DC (RSS-DC)** Summer 2026. RSS-DC offers qualified Rutgers sophomores and juniors from Rutgers-Camden, Newark, and New Brunswick of all majors the opportunity to live, work, and learn in DC, the epicenter of American government, politics, and public leadership. Students will intern for a minimum of 150 hours over the summer at a government or non-profit office. RSS-DC students will be provided complimentary housing, a \$3,800 stipend, internship placement support, and a three-credit course free of charge. You can read more here: rssdc.rutgers.edu. Current sophomores and juniors with a 3.0 minimum GPA are eligible to apply.

You may also be interested in the **Rutgers Scarlet Service Internship (RSSI) Program**. RSSI provides Rutgers sophomores and juniors from Rutgers-Camden, Newark, and New Brunswick with an opportunity to earn up to \$5,000 while interning for a minimum of 150 hours over 10-12 weeks during the summer at a public service non-profit organization or direct-service government office. Students also participate in a three-credit concurrent virtual, asynchronous internship course designed to explore and engage with the topic of public service while building their career readiness and professionalism skills. You can read more here: careers.rutgers.edu/rssi. Current sophomores and juniors with a 2.5 minimum GPA (61-91 credits by end of Spring 2026) are eligible to apply for RSSI.

All materials must be submitted via this form by Wednesday, November 19th at 11:59 PM. It is important to note that students cannot save draft version(s) of this form and return to it later. You must complete and submit the application in one sitting

Students are not allowed to use ChatGPT (or tools like it) to complete this application. If there is evidence of using such tools, the application will not be considered. Please sign your initials below, to confirm you understand this expectation.

Application Overview

Before completing your application(s), **please collect/draft the following items: resume, unofficial transcript, contact information for two references, and responses to your essay questions.** All materials must be submitted via this form by Wednesday, November 19th at 11:59 PM. It is important to note that students cannot save draft version(s) of this form and return to it later.

1. Student Information

2. Academic Information

3. Required Supporting Materials:

1. Resume: One page preferred, two pages maximum (Need Assistance? Career Advising Resources: [Camden](#) | [Newark](#) | [New Brunswick](#))
2. Unofficial Transcript: Rutgers transcript, including your current semester of classes. If you are transfer student and have been at Rutgers for less than one academic year, please include transcripts from previous colleges/universities.

3. **Two References:** Provide the name, title, organization, phone number, current workplace, and email address of two contacts who can speak to your experiences and work ethic. References can include advisors, faculty, staff, supervisors, etc. Your references should not be related to you, and one should be academic. Reference checks are conducted when more information is needed to determine between two or more equal candidates.

4. **RSS-DC Essay Questions**

5. **Internship Questions**

6. **Applicant Affirmation**

Rutgers Scarlet Service in Washington, DC Program Essay Prompts

Before completing the Rutgers Scarlet Service in Washington, DC Program essay prompts, **please collect/draft your responses to the essay questions.**

Your essay prompt responses will allow the selection committee the opportunity to learn more about each candidate. Please craft your responses in a word processing application (MS Word, Google Doc, etc.) to ensure your answer is within the noted word limit of each essay prompt.

1. Please describe your interest in public service and how it might relate to your career goals. What do you hope to get out of this program? Applicants are encouraged to include previous relevant experiences or related personal experiences. (300 words or less)
2. Why do you want to intern in Washington, DC? What is your ideal internship experience? Please share specific types of work, offices, and/or organizations. (200 words or less)
3. Describe a situation where a decision you made was impacted by collaborating with others and/or integrating different perspectives. (200 words or less)
4. Share an example of a time you experienced failure outside of the classroom. How did you respond to that setback? (200 words or less)
5. How have you found your experience at Rutgers? Describe the role community has played during your time at Rutgers so far. (200 words or less)
6. Is there anything else we should know about you? (optional)

When you submit your application, you will see a confirmation screen and receive a copy of the submitted application to the email you provided.

All students will be notified of their selection into the RSS-DC Program by January 2026. All applicants acknowledge that students in RSS-DC are expected to take the lead on identifying summer internship opportunities and understand that it is in their best interest to begin that process now, given interest in interning in Washington, DC.

General Applicant Information

General Applicant Information:

First Name: (should match the name on your Rutgers account)

Last Name: (should match the name on your Rutgers account)

Preferred First Name:

Rutgers University ID Number (RUID):

Net ID:

Preferred Email Address:

Cell Phone Number:

State of Residence:

- ☐ New Jersey
- ☐ Other US State
- ☐ N/A: International Student (F-1)

Hometown:

County:

US State (not NJ):

To the best of your knowledge, are you **eligible or ineligible** for federal financial aid?

- ☐ Yes, I am eligible for federal financial aid.
- ☐ No, I am ineligible for federal financial aid.

Optional - Gender Pronouns:

- ☐ he/him
- ☐ she/her
- ☐ they/them
- ☐ he/they
- ☐ she/they
- ☐ Other

Optional - Race/Ethnicity (mark all that apply):

- ☐ Asian American/Pacific Islander
- ☐ Black/African-American
- ☐ Latina/o/x/e
- ☐ Native American/Alaska Native/Native Hawaiian
- ☐ Middle Eastern/North African
- ☐ White/Caucasian
- ☐ Multi-racial
- ☐ Other:

Optional - Are there languages other than English in which you are fluent or have a working proficiency?

- ☐ Arabic
- ☐ Cantonese and/or Mandarin
- ☐ Farsi
- ☐ French
- ☐ Haitian Creole
- ☐ Hindi, Bengali, and/or Marathi
- ☐ Korean
- ☐ Polish
- ☐ Portuguese
- ☐ Russian
- ☐ Spanish
- ☐ Ukrainian
- ☐ Other:

Optional - Do you identify with any of the following?

- ☐ EOF Student
- ☐ First-Generation College Student
- ☐ Pell Grant Recipient
- ☐ Student Athlete
- ☐ Veteran/Military-Affiliated Student

General Academic Information

General Academic Information:

Primary Campus:

- ☐ Rutgers-Camden
- ☐ Rutgers-New Brunswick
- ☐ Rutgers-Newark

Primary Academic School (Undergraduate Only):

- ☐ College of Arts and Sciences
- ☐ Rutgers-Camden Honors College
- ☐ School of Business
- ☐ School of Nursing
- ☐ University College
- ☐ Other:

Primary Academic School (Undergraduate Only):

- ☐ Douglass Residential College
- ☐ Edward J. Bloustein School of Planning and Public Policy
- ☐ Mason Gross School of the Arts
- ☐ Rutgers Business School - New Brunswick
- ☐ Rutgers Honors College
- ☐ School of Arts and Sciences
- ☐ School of Communication and Information
- ☐ School of Engineering
- ☐ School of Environmental and Biological Sciences
- ☐ School of Management and Labor Relations
- ☐ School of Nursing - New Brunswick
- ☐ School of Social Work
- ☐ Other:

Primary Academic School (Undergraduate Only):

- ☐ School of Arts and Sciences
- ☐ School of Criminal Justice
- ☐ School of Nursing - Newark
- ☐ School of Public Affairs and Administration
- ☐ Rutgers Business School - Newark
- ☐ Rutgers Newark Honors College
- ☐ Other:

Major:

Minor (if any):

GPA (Overall Cumulative GPA):

On a 4.0 scale. Transfer students should list most recent overall cumulative GPA.

Expected graduation date: (MM/YY)

Note: Only current sophomores and juniors are eligible to apply

General Supporting Documentation

General Supporting Documentation

Two Reference Contacts:

Please provide the name and email address of two contacts who can speak to your experiences and work ethic. References can include advisors, faculty, staff, supervisors, etc. At least one contact should be an academic reference. Contacts should not be related to you. Reference checks are conducted when more information is needed to determine between two or more equal candidates.

Reference Contact #1:

First Name	<input type="text"/>
Last Name	<input type="text"/>
Title	<input type="text"/>
Organization (How you know them)	<input type="text"/>
Current Workplace (if different from Organization)	<input type="text"/>
Phone Number	<input type="text"/>
Email	<input type="text"/>
Working Relationship (Boss, Professor, Advisor, etc.)	<input type="text"/>

Reference Contact #2:

First Name	<input type="text"/>
Last Name	<input type="text"/>
Title	<input type="text"/>
Organization (How you know them)	<input type="text"/>
Current Workplace (if different from Organization)	<input type="text"/>
Phone Number	<input type="text"/>
Email	<input type="text"/>
Working Relationship (Boss, Professor, Advisor, etc.)	<input type="text"/>

Attach Supporting Documents

Click on 'Choose File' button below to upload each of the required documents. All files must be in Adobe PDF or MS Word format and include applicant name on top of first page.

Resume:

One page preferred, two pages maximum.

Unofficial Transcript:

Unofficial Rutgers transcript (download and save as Adobe pdf file or copy/paste into MS Word document). Transfer students must attach unofficial transcript from previous college and class list for current semester. All files must be in Adobe Acrobat (pdf) or MS Word (.doc/.docx) format. Students with grade concerns are welcome to upload a narrative explanation in additional attachment field.

Optional: Additional Attachment

Secondary transcript (transfer students) or narrative explanation. Please ensure your name is included in this attachment.

RSS-DC Essay Questions

RSS-DC Essay Prompts

Essay prompts will allow the selection committee the opportunity to learn more about each candidate. Provide a thorough response that fully answers the prompts. **Please be specific and reflect on personal experiences.**

We recommend that you craft your responses in a word processing application (MS Word, Google Doc, etc.) to ensure your response is within the noted word limit of each essay prompt.

Please describe your interest in public service and how it might relate to your career goals. What do you hope to get out of this program? Applicants are encouraged to include previous relevant experiences or related personal experiences. (300 words or less)

Why do you want to intern in Washington, DC? What is your ideal internship experience? Please share specific types of work, offices, and/or organizations. Please be specific. (200 words or less)

Describe a situation where a decision you made was impacted by collaborating with others and/or integrating different perspectives? (200 words or less)

Share an example of a time you experienced failure outside of the classroom. How you responded to that setback? (200 words or less)

How have you found your experience at Rutgers? Describe the role community has played during your time at Rutgers so far. (200 words or less)

Is there anything else we should know about you? (optional)

General Internship Questions

Internship Information:

Have you ever completed an internship (paid or unpaid) as an undergraduate student?

- ☐ Yes, I completed an internship before as an undergraduate student or currently have one this term. (Please ensure this is on your resume)
- ☐ No, I have never had an internship as an undergraduate student. This would be my first.

Have you applied or are you planning to apply to another Rutgers summer internship program?
(ie. Rutgers Scarlet Service Internship program (RSSI), Camden Chancellor's Mayoral Internship, Eagleton Washington DC Internship Award, Mellon Grant Fellowship Program, Newark Humanities Price Scholars, Rutgers-Newark Braven DC Program)

- ☐ Yes
- ☐ No

Which program(s)?

How did you learn about RSS-DC?

- ☐ Social Media (Instagram or LinkedIn)
- ☐ Email from a professor or academic department
- ☐ Email directly from RSS-DC
- ☐ A friend/word of mouth
- ☐ Information session/RSS-DC spoke to a club where I attend
- ☐ Other

Applicant Affirmation

Applicant Affirmation

Please read fully the statements below and check each one to affirm your understanding for your **RSS-DC Application**:

- ☐ I affirm that all information I submitted as part of this application is accurate to the best of my knowledge.
- ☐ I understand that all communication about the RSS-DC Program will come from rss-dc@rutgers.edu and I will add this email to my contacts so that I don't miss important email communications.
- ☐ I understand that I am expected to take the lead on identifying and applying to summer internship opportunities in Washington, DC and **that it is in my best interest to begin that process ASAP.**
- ☐ If selected, I agree to live in the housing provided to me by RSS-DC for the duration of the program.
- ☐ If selected to participate, I understand that I will be expected to complete my internship hours within normal business hours.
- ☐ If selected, I must complete all RSS-DC requirements including at least 150 hours in a public service internship at a non-profit or government office over a 9-week period between June and mid-August 2026, complete the in-person internship course, attend the virtual orientation session in the Spring 2026 semester, participate in at least five (5) RSS-DC events over the summer, and participate in social media and/or donor requests.
- ☐ If selected, I understand I will receive a stipend of \$3,800. If I have questions pertaining to the timing or disbursement of the stipend, I will contact Rutgers Student Accounting, Billing and Cashier Services at <https://finance.rutgers.edu/student-abc>.

Sign below to affirm:

×


SIGN HERE

clear

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