NATIONAL LANGUAGE SERVICE CORPS (NLSC) APPLICATION

FOR NLSC USE ONLY CONTROL NUMBER	*OMB No. 0704-0449 OMB approval expires YYYYMMDD*

PLEASE RETURN YOUR COMPLETED FORM TO:
NATIONAL LANGUAGE SERVICE CORPS, P.O. BOX 12221, ARLINGTON, VA 22219-2221

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 131, Office of the Secretary of Defense; 50 U.S.C. 1913, National Language Service Corps; and DoD Directive 5124.02, Under Secretary of Defense for Personnel and Readiness (USD(P&R)).

PRINCIPAL PURPOSE(S): To allow U.S. citizens with language skills to self-identify their skills for the purpose of temporary employment on an intermittent work schedule or service opportunities in support of DoD or another department or agency of the United States. The information will be used to determine applicants' eligibility for NLSC membership and to identify and contact NLSC members.

ROUTINE USE(S): Disclosure of records are generally permitted under 5 U.S.C. 522a(b) of the Privacy Act of 1974, as amended. To another department or agency of the United States in need of temporary short-term foreign language services, where government employees are required or desired. Additional routine uses are listed in the applicable System of Records Notice, DHRA 07, National Language Service Corps (NLSC) Records at: https://dpcld.defense.gov/Portals/49/Documents/Privacy/SORNs/OSDJS/DHRA-07.pdf

DISCLOSURE: Voluntary; however, failure to provide information may result in non-enrollment in the NLSC and refusal to grant access to member areas of the NLSC portal.

SECTION I - PERSONAL INFORMATION

1.a. TITLE *(X one)* ☐ Ms. ☐ Mr. ☐ Mrs. ☐ Dr.	b. LAST NAME	c. FIRST NAME	d. MIDDLE NAME	e. NICKNAME

2.a. STREET ADDRESS	b. APARTMENT/SUITE NUMBER

c. CITY	d. STATE	e. ZIP CODE	f. COUNTRY

3. TELEPHONE NUMBERS

a. CELL/MOBILE	b. HOME	c. WORK

4. E-MAIL ADDRESS

SECTION II - GENERAL INFORMATION

5. HOW DID YOU LEARN ABOUT THE NLSC?

6. *(X one)*

☐ U.S. CITIZEN ☐ PERMANENT RESIDENT (GREEN CARD HOLDER) ☐ TEMPORARY RESIDENT (I-688 CARD) ☐ TEMPORARY VISA (STUDENT/OTHER)

7. ARE YOU 18 YEARS OF AGE OR OLDER? ☐ YES ☐ NO

8. IF YOU ARE A MALE, U.S. CITIZEN AND AT LEAST 18 YEARS OLD, HAVE YOU REGISTERED WITH THE SELECTIVE SERVICE SYSTEM? ☐ YES ☐ NO ☐ N/A

9. ARE YOU CURRENTLY OR HAVE YOU EVER BEEN A FEDERAL EMPLOYEE *(Not a contractor)***?**

☐ CURRENT ☐ FORMER ☐ RETIREE

10. HAVE YOU EVER BEEN A POLITICAL APPOINTEE IN ANY CAPACITY FOR THE U.S. GOVERNMENT?

☐ YES ☐ NO

11. HAVE YOU EVER SERVED IN THE ARMED FORCES? ☐ YES ☐ NO

12. IF YOU HAVE EVER HELD A SECURITY CLEARANCE, PLEASE ANSWER THE FOLLOWING:

a. TYPE: ☐ TS/SCI ☐ TS ☐ SECRET ☐ CONFIDENTIAL ☐ OTHER *(please specify)* _____

b. STATUS: ☐ ACTIVE ☐ INACTIVE **DATE GRANTED** *(YYYYMMDD)*: _____

SPONSORING AGENCY: _____ **EXPIRATION DATE** *(YYYYMMDD)*: _____

13. ARE YOU WILLING TO TAKE A DRUG TEST?	14. ARE YOU WILLING TO UNDERGO A BACKGROUND CHECK INVESTIGATION?
☐ YES ☐ NO	☐ YES ☐ NO

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SECTION III - EDUCATION

15. PLEASE ENTER INFORMATION RELATED TO YOUR HIGHEST LEVEL OF EDUCATION:

a. NAME OF SCHOOL

b. CITY	**c. STATE**	**d. COUNTRY**

e. DID YOU GRADUATE? ☐ **YES** ☐ **NO**

f. DATE: _____ *(YYYYMMDD)*

g. DEGREE RECEIVED:	**h. MAJOR(S):**

SECTION IV - LANGUAGE INFORMATION

16. PLEASE LIST ALL YOUR LANGUAGES BELOW AND ANSWER:

_____
LANGUAGE

a. HOW WOULD YOU RATE YOUR SKILLS IN ENGLISH? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN ENGLISH? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE ENGLISH? *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

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ENTER FIRST NON-ENGLISH LANGUAGE

a. HOW WOULD YOU RATE YOUR SKILLS IN THIS LANGUAGE? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN THIS LANGUAGE? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE THIS LANGUAGE *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU EVER WORKED AS A...

☐ TRANSLATOR ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ INTERPRETER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ LANGUAGE TEACHER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

e. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

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ENTER SECOND NON-ENGLISH LANGUAGE

IF DONE, PROCEED TO QUESTION 17

a. HOW WOULD YOU RATE YOUR SKILLS IN THIS LANGUAGE? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN THIS LANGUAGE? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE THIS LANGUAGE *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU EVER WORKED AS A...

☐ TRANSLATOR ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ INTERPRETER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ LANGUAGE TEACHER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

e. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

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ENTER THIRD NON-ENGLISH LANGUAGE

IF DONE, PROCEED TO QUESTION 17

a. HOW WOULD YOU RATE YOUR SKILLS IN THIS LANGUAGE? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN THIS LANGUAGE? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE THIS LANGUAGE *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU EVER WORKED AS A...

☐ TRANSLATOR ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ INTERPRETER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ LANGUAGE TEACHER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

e. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

ENTER FOURTH NON-ENGLISH LANGUAGE

IF DONE, PROCEED TO QUESTION 17

a. HOW WOULD YOU RATE YOUR SKILLS IN THIS LANGUAGE? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN THIS LANGUAGE? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE THIS LANGUAGE *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU EVER WORKED AS A...

☐ TRANSLATOR ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ INTERPRETER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ LANGUAGE TEACHER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

e. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

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ENTER FIFTH NON-ENGLISH LANGUAGE

IF DONE, PROCEED TO QUESTION 17

a. HOW WOULD YOU RATE YOUR SKILLS IN THIS LANGUAGE? *(X one)*

☐ **NATIVE** ☐ **VERY GOOD** ☐ **GOOD** ☐ **FAIR** ☐ **POOR**

b. WHERE DID YOU LEARN THIS LANGUAGE? *(X all that apply)*

IN THE U.S.	☐ AT HOME AS A CHILD	☐ SCHOOL (K-12)	☐ HIGHER EDUCATION
	☐ AT HOME AS AN ADULT (e.g., with family/spouse)	☐ DEFENSE LANGUAGE INSTITUTE OR OTHER U.S. GOVERNMENT SCHOOL	☐ COMMUNITY/ CHURCH/OTHER FORMAL TRAINING
OUTSIDE THE U.S.	☐ AT HOME	☐ SCHOOL (K-12)	☐ COLLEGE ☐ WORKING/LIVING ABROAD

c. HOW OFTEN DO YOU USE THIS LANGUAGE *(X one)*

☐ **ALWAYS** ☐ **SOMETIMES** ☐ **RARELY**

d. HAVE YOU EVER WORKED AS A...

☐ TRANSLATOR ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ INTERPRETER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

☐ LANGUAGE TEACHER ☐ **PAID** ☐ **UNPAID** **NUMBER OF YEARS:** _____

e. HAVE YOU TAKEN ANY CERTIFICATION TESTS OR FORMAL TESTS IN ENGLISH?
(If so, please list them below)

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

NAME OF TEST: _____ **TEST DATE:** _____ *(YYYYMMDD)* **TEST SCORE:** _____

17. OTHER QUALIFICATIONS *(If you have other qualifications which you feel are beneficial or complementary to this application, please describe briefly here or attach additional pages with your full name and date at the right of each additional page)*

SECTION V - APPLICANT CERTIFICATION

I certify that, to the best of my knowledge and belief, all of the information on and attached to this application is true, correct, complete, and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for not hiring me or for dismissal from the organization after I begin work and may be punishable by fine or imprisonment.
I understand that any information I give may be investigated.

18.a. DATE *(YYYYMMDD)*	**b. SIGNATURE**