



## **Intern Application**

**Application Requirements:** Completed application packet (including the items below):

- **Resume**  
Include a current and complete resume.
- **Completed Application**  
Make sure that all sections are completed and the application is signed.
- **Personal Statement (1 Page)**  
Write a short biographical sketch. How would the government staff experience benefit you? What interest, experience, or background do you have in government-related activity (politics, work, etc)?
- **Three References**  
Please list at least three individuals who know you well. At least one must be a faculty member, and one a former employer (not from a family member or friend). Make sure to include their current address, phone number, and e-mail.

### **Eligibility Requirements:**

To be considered for this internship you must be able to commit to ten (10) hours per week. If you are not able to commit this number of hours, other opportunities are available.

Do you have a GPA of 2.5 or higher?

If not please explain:

### **Placement (Please indicate your availability):**

Fall

Spring

Summer

**Personal Information:**

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Last Name	First Name	MI
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Major	Graduation Date	Social Security Number
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Mailing Address	City	State	Zip Code
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Permanent Address	City	State	Zip Code
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Home Phone	Work Phone	Cell Phone
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E-mail

**References:**

Please list at least three individuals who know you well. Include at least one faculty member and one current or former employer. Do not reference family members or friends. Include their current address, phone number, relationship to you, and e-mail.

1. \_\_\_\_\_  
 Last Name First Name

\_\_\_\_\_  
 Address, City, State, Zip Code Phone Number

\_\_\_\_\_  
 Email Address Relation (Faculty, Employer, etc.)

2. \_\_\_\_\_  
 Last Name First Name

\_\_\_\_\_  
 Address, City, State, Zip Code Phone Number

\_\_\_\_\_  
 Email Address Relation (Faculty, Employer, etc.)

3. \_\_\_\_\_  
 Last Name First Name

\_\_\_\_\_  
 Address, City, State, Zip Code Phone Number

\_\_\_\_\_  
 Email Address Relation (Faculty, Employer, etc.)

**Areas of Interest:**

Please circle any areas that interest you.

Agriculture	Drugs	Finance
Conservation	Pensions	Indian Affairs
Immigration	Small Business	Budget
Judicial	Globalization	Government Reform
Armed Forces	Law Enforcement	Water
Health	Trade	Natural Resources
Transportation	Housing	Renewable Energy
Air Quality	Commerce	Veterans
Foreign Affairs	Energy	Public Advocacy
Labor	Science & Technology	Terrorism
Medicare/Medicaid	Social Security	Environment
Banking	Higher Education	K-12 Education
Homeland Security	Global Warming	Telecommunications

How did you hear about the Carter & Co. Communications Internship Program? (Please circle all that apply)

Professor	Campus Fliers	Website
Past Intern	Other	

**Signature Required:**

I certify that all of the statements contained in my application are true, complete, and correct to the best of my knowledge. I am prepared, in good faith, to fulfill all components of the Carter & Co. Communication Internship Program. I also realize that confidentiality is key and that some information within this office may not be shared with the public.

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Signed By:

Date: