



District of Columbia Courts Internship Program Application

Name:	Phone Number:
Address (Street, City, State):	
Social Security Number:	Are you 18 years of Age? <input type="checkbox"/> Yes <input type="checkbox"/> No
E-mail address:	Major: GPA:
College/University:	Date available to start:
Are you related to any Court employee? (if yes, whom)	
Position(s) for which you are applying?	

The following factors will be used to rate additional qualifications for the position(s) above the minimum qualifications required. (Please see job description for minimum qualifications. If necessary, please use additional sheet of paper to answer questions.)

1. Why are you interested in interning at the Courts?

2. Briefly describe any relevant experience: (Experience may include, training courses, certifications earned, foreign languages, computer skills, licenses or other qualifications)

Please Note: All Court employees and interns are required to have a criminal background check done by the Human Resources Division before starting date. You will be asked to submit your date of birth as well as your social security number for this purpose. This background check will include any convictions of a criminal offense, but will exclude 1) traffic violations with a fine of \$200 or less; 2) any offence committed before 18th birthday, adjudicated in juvenile court, under Youth Offender Law, Federal Youth Corrections Act or similar state authority; and 3) any conviction which has been expunged under Federal or State law.

I, the undersigned, certify that the information provided in this application is true and complete to the best of my knowledge. I understand that, should any statement I have made prove to be false, it may result in the rejection of my application or in my discharge from the District of Columbia Courts.

Signature

Date

Submit D.C. Courts Internship Program Application, Resume, Transcript, and Two Letters of Recommendations to:

D.C. Courts, Human Resources Division, Intern Coordinator, 500 Indiana Avenue, NW. Washington, DC 20001-2131
For an application. call (202)879-2887. or visit our web site at www.dccjobs.gov