

OFFICE OF SENATOR MARIA CANTWELL

Internship Application

D.C. Internship Coordinator: 311 Hart Senate Office Building Washington, D.C. 20510 (202) 224-3441
 State Internship Coordinator: 915 Second Avenue, Suite 3206 Seattle, WA 98174 (206) 220-6400

SEND COMPLETED APPLICATIONS TO:				APPLICATION CHECKLIST				
intern_coordinator@cantwell.senate.gov Please put your name and the <i>location</i> you are applying to in the subject line of the email. Attach the documents in the checklist to your email. Documents can only be accepted in PDF, .doc, or .docx format. We cannot accept incomplete applications.				<input type="checkbox"/>	Internship Application			
				<input type="checkbox"/>	Cover Letter			
				<input type="checkbox"/>	Resume			
				<input type="checkbox"/>	1-page writing sample (NOT to exceed 1 page)			
APPLICANT INFORMATION								
Last Name				First			M.I.	
Current Address						Apartment/Unit #		
City			State		ZIP			
Primary Phone				E-mail Address				
Permanent Address						Apartment/Unit #		
City			State		ZIP			
Secondary Phone				Email Address				
EDUCATION								
High School				City		State		
College				City		State		
I am:	<input type="checkbox"/>	currently enrolled full-time.		<input type="checkbox"/>	currently enrolled part-time.		<input type="checkbox"/>	already graduated.
Graduation Date (month/year)				Year in school				
Major(s)								
Minor(s)								
GPA (cumulative)			Will you be receiving credits for this internship? (Y/N)			How many?		
Other certificate programs								
Other degree programs								
PLACEMENT INFORMATION								
At what office location would you like to intern?								
<input type="checkbox"/>	Washington, D.C.			<input type="checkbox"/>	Seattle, WA (main state office)			
<input type="checkbox"/>	Everett, WA			<input type="checkbox"/>	Richland, WA		<input type="checkbox"/>	Spokane, WA
<input type="checkbox"/>	Tacoma, WA			<input type="checkbox"/>	Vancouver, WA			
Have you interned for Senator Cantwell before?								
<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	If Yes, where & when?				

How many hours per week are you available to intern?			
Please indicate your <u>approximate</u> availability each weekday			
	Morning		Afternoon
Monday	<input type="checkbox"/>		<input type="checkbox"/>
Tuesday	<input type="checkbox"/>		<input type="checkbox"/>
Wednesday	<input type="checkbox"/>		<input type="checkbox"/>
Thursday	<input type="checkbox"/>		<input type="checkbox"/>
Friday	<input type="checkbox"/>		<input type="checkbox"/>
This section is for State Internships ONLY			
Internships in our state offices typically last 9-10 weeks, and start throughout the year (at your convenience). Please indicate a 9-10 week span over which you are interested in interning.			
Preferred start date		Preferred end date	
This section is for Washington, D.C. Internships ONLY			
On a scale of 1 to 3, please rank your interest in the following three areas, with 1 indicating the most interest. Descriptions can be found in the <i>Internship Packet</i> available online. While we will attempt to assign you work based on your interests, interns should be prepared for their experience to span all three of the following areas.			
Legislative		Press	Scheduling
When would you like to intern?			
<input type="checkbox"/>	Fall (August/September through December)		<input type="checkbox"/> Winter/Spring (January through May/June)
<input type="checkbox"/>	Summer (May/June through August)		
Preferred start date		Preferred end date	
REFERENCES			
<i>Please list three professional or educational references</i>			
Full Name		Relationship	
Organization		Phone	
City	State	Email	
Full Name		Relationship	
Organization		Phone	
City	State	Email	
Full Name		Relationship	
Organization		Phone	
City	State	Email	
DISCLAIMER AND SIGNATURE			
I certify that my answers are true and complete to the best of my knowledge.			
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.			
Signature		Date	