



United States Senator · North Carolina

Richard Burr

217 Russell Senate Office Bldg. • Washington, D.C. 20510

(202) 224-3154 • FAX (202) 228-2981

http://www.burr.senate.gov

Internship Application

Biographical Information

Your Full Name		Date of Birth
School Address Street Address		Permanent Address Street Address
Apartment, Box, or Suite Number		Apartment, Box, or Suite Number
City, State, and Zip		City, State, and Zip
School Phone	Cell Phone	Home Phone
Email Address		
Emergency Contact Name		Emergency Phone Number

Educational Information

School you are currently attending		Expected graduation date
Academic Major(s)		Academic Minor(s)
Undergraduate GPA	High School you attended	

Availability

Internships are offered in the following offices. Please check all offices in which you are available to serve.
 Washington, DC Winston-Salem, NC Wilmington, NC

If you are applying for an internship in Washington, what sessions are you available to serve?
 Summer Session I 2007 (May 21 – June 29) Spring Semester 2007 (January 8 – May 18)
 Summer Session II 2007 (July 2 – August 3) Fall Semester 2007

If you are applying for an internship in a North Carolina office, when are you available to serve?

Materials Required With Your Application

Please attach the following to your completed application:

- A 2-3 page essay on one of the following three topics.
 - Describe one of your extracurricular activities and how it has prepared you for an internship on Capitol Hill.
 - Explain why you are interested in interning for Senator Burr and what you hope to gain from this experience.
 - Who is the figure in government or public service that you admire most? Please explain your answer.
- A brief description of your plans after college
- A cover letter and current resume
- One letter of recommendation

Submitting Your Application

IMPORTANT: The deadline for spring semester applications is November 17. We cannot guarantee you will be considered for an internship if we receive your application late. *Please fax your application to 202-228-2981. If you do not have access to a fax machine, you can mail your application to the address below. Please allow two weeks for delivery to the Washington, DC office.*

Please mail Washington, DC applications to:

Intern Coordinator
Hon. Senator Richard Burr
217 Russell Senate Office Building
Washington, DC 20510-3308
Fax: 202-228-2981

Please mail North Carolina applications to:

Intern Coordinator
Hon. Senator Richard Burr
2000 West First Street, Suite 508
Winston-Salem, NC 27104
Fax: 336-725-4493