



*United States Senator Richard Burr*

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

(202) 224-3154 • FAX (202) 228-2981

http://www.burr.senate.gov

**APPLICATION FOR CONGRESSIONAL INTERNSHIP  
Spring Semester 2011 (January 11, 2011 - May 6, 2011)**

**Application deadline: 6:00pm EST, November 29th**

**Biographical Information**

Full Name		Nickname or Preferred Name	
SCHOOL Address		PERMANENT 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			
School you are currently attending:		Expected graduation date:	
Academic Major(s)		Academic Minor(s)	
Undergraduate GPA	High School you attended		
Are you a U.S. Citizen?    YES _____    NO _____		Are you at least 18 years old?    YES _____    NO _____	
If no, what is your country of citizenship?			

**Activities and Honors**

Please share with us activities you enjoy , interests and any honors/awards you have received:

**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

**IMPORTANT:** Completed applications must be received by close of business on the deadline dates noted. We cannot guarantee you will be considered for an internship if we receive your application late.

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

**Materials Required To Complete 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
- Two letters of recommendation from someone to whom you are not related

**Submitting Your Application**

*Washington, D.C. Internship applicants should fax materials to 202-228-2981. Applicants for an internship in one of the North Carolina Offices may fax materials to 336-725-4493. You may also email applications to Intern\_Coordinator@burr.senate.gov. If you choose to mail your application, please note that enhanced security screening methods may delay the receipt of your application up to 2 weeks.*

Washington, DC Internship applications by mail:

Attention: Intern Coordinator

Senator Richard Burr

217 Russell Senate Office Building

Washington, DC 20510-3308

Phone: 202-224-3154

North Carolina Internship applications by mail:

Attention: State Director

Senator Richard Burr

2000 West First Street, Suite 508

Winston-Salem, NC 27104

Phone: 336-631-5125