

Program Details

Our internship program offers the following benefits:

Experience: Students will have the opportunity to gain valuable experience working in the United States Senate. Interns assist the Chairman's professional staff with administrative, press, legislative and correspondence duties. This may include conducting research and legislative analysis, drafting constituent letters and press releases, assisting with preparation for Committee hearings and markups, and performing administrative tasks.

Exposure: Interns become an integral part of our office operation and are exposed to all aspects of the legislative process and Committee business. The Committee acts as a source of legislative and other policy initiatives in a number of important areas within its jurisdiction; therefore, interns will have access to valuable educational resources and will be at the forefront of current political and policy debates in these areas. In addition, interns are encouraged to take advantage of everything Capitol Hill and the DC area have to offer — House and Senate debates, seminars and speeches, research facilities, museums, and other community resources.

College Credit: Our office is happy to work with students who wish to apply their internship to gain academic credit from their sponsoring institution, consistent with the Committee's guidelines and those of the sponsoring institution.

Requirements

The Internship Program accepts both undergraduate and graduate students. The following general eligibility guidelines also apply:

Priority is given to students from Connecticut.

Priority is given to students who can work full-time — 40-hour/5-day work week.

Interns work on a voluntary basis. Although we do not provide a stipend, interns are extended many of the privileges of Senate employees and are subject to both Senate Rules and Committee office policies.

Interns are responsible for securing their own housing for the duration of their internship.

How to Apply

Internship sessions run three times a year; Fall, Spring, and Summer. Deadlines are as follows:

Session:	Application Deadline:	Internship runs:
Spring	November 15	January – May
Summer I	March 15	May – July
Summer II	March 15	July – August
Fall	July 15	September - December

[Printable Application Form](#) The application is a one-page Adobe .pdf file (requiring Adobe's [Acrobat Reader](#)) which can be filled out online — point your mouse to any field to fill it in or check a box. Print the form and fax it to the Committee office at the number listed below.

In addition to completing the application form, you will need to submit the following materials:

1. Cover Letter/Statement of Interest
2. Current Résumé
3. Two recommendations: one academic or professional, and one personal from a person who has known you for five years or more.

If you intend to apply for school credit, please make a note of this in your application form so that we can review your school's requirements in advance during the review process.

Applications for each session are reviewed shortly after each of the aforementioned deadlines. It is important that you submit your application prior to the deadline; we will not be able to make exceptions due to the high volume of applications if you fax in your materials after the due date.

Submitting Your Application

Due to changes in the United States Senate Mail System, **please have ALL materials faxed to (202) 224-5137, Attn: Intern Coordinator.** If you have any questions, feel free to call (202) 224-7391, and ask to speak with the Intern Coordinator.