DISTRICT OFFICE INTERNSHIP APPLICATION

In accordance with the Rules of the House of Representatives, please review the following statement and indicate that you have read by the statement by signing your name below.

"A volunteer should be required, in advance and in writing, to serve without compensation and to not make any future claim for payment, and acknowledge that the voluntary service does not constitute House employment."

"Volunteers… should be made aware of the implication their actions have for the Member in whose office they work… although not House employees, they will conduct themselves in a manner which reflects credibility on the House."

By signing below you agree to these provisions.

_____ _____ _____

Printed Name Signature Date

Permanent Address:

_____

_____

_____

Mailing Address (if different from permanent address):

_____

_____

_____

Phone: _____ Email:_____

University/College:

_____

Major/Minor and Cumulative GPA:

_____

Expected Graduation Date:

_____

Please check which semester/period you are applying for

☐ Fall (Sept-Dec) ☐ Spring (Jan-May) ☐ Summer Session I (May-June) ☐ Summer Session II (July-August)

Will you be available full-time or part-time?

_____

Please check for which office you are interested in interning:

☐ Rogers, AR ☐ Harrison, AR ☐ Fort Smith, AR

The following items are required for consideration. Please use this checklist for your application packet. It is your responsibility to provide all accurate and relevant information in your application.

- ☐ Copy of a current resume
- ☐ Two letters of recommendation-one academic and one professional along with their contact information
- ☐ One page essay addressing the following: Notable academic or work experience, goals for this internship, long-term goals, and any additional qualities that you deem would be helpful in a Congressional office

Please mail all application materials in one envelope to:

Congressman Womack
c/o Intern Coordinator
3333 Pinnacle Hills Parkway, Suite 120
Rogers, AR 72758

Or fax to 479.464.0063

If you have any questions call 479.464.0446 and ask to speak with the Intern Coordinator.