

# White House Internship Program Application

## *Summer 2009 Program – May 22 to August 14*

### **Instructions**

This is the application for the Summer internship program from May 22nd to August 14th. The White House internship program is a full-time program. There are no part-time internships.

1. All applicants must submit a completed application packet ON or BEFORE Sunday, March 22nd.
  - White House Internship Application
  - Current Resume
  - Unofficial Current Transcript
  - Three Letters of Recommendation
2. To be eligible an applicant must be:
  - United States citizen
  - At least 18 years of age on or before the first day of the internship
  - Enrolled in an undergraduate or graduate program at a college, community college or university, or graduated 2 years prior.
3. The application packet must be submitted by **email**.
  - If the letters of recommendation or transcript are emailed separately, please make sure that the applicant's name is in the subject line. The email address is: [intern\\_application@whitehouse.gov](mailto:intern_application@whitehouse.gov)
  - Confirmation of the receipt of your completed application will come 1-3 days after it has been received.
  - If you have questions or problems with this form please contact White House Personnel at 202-456-5979 or [intern\\_application@whitehouse.gov](mailto:intern_application@whitehouse.gov)
4. A complete application packet is preferred. If your letters of recommendation and transcript are sent separately, please indicate on the form and make sure the additional documents are submitted to [intern\\_application@whitehouse.gov](mailto:intern_application@whitehouse.gov) and the applicant's name is in the subject line.

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## PERSONAL INFORMATION

Last Name:

Date of Birth:

First Name:

Cell Phone:

Middle Name:

Secondary Phone:

Email address:

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Current Address and Apartment/Unit#:

Permanent Street Address and Apt/Unit #:

City:

City:

State: Zip:

State: Zip:

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Have you served as a White House intern before: Yes                      No

How did you hear about the White House Internship Program:

Are you a U.S. Citizen? Yes                      No

## EDUCATION

College or University:

Minor Field (college only):

Expected Graduation Date:

Cumulative GPA:

Major Field (college only):

## REFERENCES

Please list three references. These may or may not be the individuals who wrote your letter of recommendation.

Full Name

Relationship

Company

Phone

Full Name

Relationship

Company

Phone

Full Name

Relationship

Company

Phone

## OFFICES OF INTEREST

Please list, in order of preference, the five offices that most interest you. Effort is made to accommodate preference, but we do not guarantee placement in your preference. Review the descriptions at [www.whitehouse.gov/about/internships](http://www.whitehouse.gov/about/internships).

- 1.
- 2.
- 3.
- 4.
- 5.

## COMPLETE APPLICATION

Resume Submitted:

Three letters of recommendation submitted with application:

Did you submit an unofficial transcript with your application:

If you answered no to a question above, please explain:

If not accepted to the White House Internship Program, may we forward your application to other government agencies?

## ESSAYS (Please respond in 300-500 words)

Please attach the essays in one document and send with your application.

1. Explain your commitment to public service and service to country generally—include an instance when you asserted your leadership in a community or civic activity, what you learned, and how you think this internship could further advance your leadership and personal goals in this area.
2. Which of the President's policies, initiatives or campaign achievements is most important to you? Why?
3. Choose one of your preference offices and explain why you want to work there and what you would bring to the office.

## CERTIFICATION

My statements on this form and any attachments are true, complete and correct to the best of my knowledge and belief. I understand that falsification of any of my answers will lead to the rejection of my application and/or immediate dismissal from the program.

Upon the acceptance to the White House Intern Program, candidates must consent to security investigation prior to their start date and a random drug test. All security measures are confidential and intended to protect the applicant as well as the Executive Office of The President.

TO:

intern\_application@whitehouse.gov

Make your name the subject