



<b>OFFICIAL USE ONLY</b>
<b>Application #:</b>
<b>Received:</b>

# INTERNSHIP APPLICATION

## Application Materials Checklist – OFFICE USE

1. <input type="checkbox"/> <b>Completed Application Form</b>	2. <input type="checkbox"/> <b>Cover Letter</b>	3. <input type="checkbox"/> <b>Resume</b>
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### Applicant Information

Full Name:						Date of Birth				
		<i>Last</i>		<i>First</i>		<i>M.I.</i>				
Address:										
		<i>Street Address</i>				<i>Apartment/Unit #</i>				
		<i>City</i>				<i>State</i>		<i>ZIP Code</i>		
Phone:	(    )			E-mail Address:						
Alternate Phone:	(    )			Date Available:						
Term Applied for:	<input type="checkbox"/> <b>Summer</b> <input type="checkbox"/> <b>Fall</b> <input type="checkbox"/> <b>Spring</b>		<b>Academic Year</b> _____							
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?						
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>							
If yes, explain:										
<b>How did you hear about Internships at Demoiselle 2 Femme, NFP? (check only one box)</b>										
<input type="checkbox"/> <b>Career Services Office</b> <input type="checkbox"/> <b>Professor/Academic Dept.</b> <input type="checkbox"/> <b>Website</b> <input type="checkbox"/> <b>I am a D2F College Student</b> <input type="checkbox"/> <b>Other</b> _____										

### Education Information

<b>College/University:</b>						<b>Total Credit Hours Completed:</b>				
From:		To:		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Major:			
<b>College/University:</b>						<b>Total Credit Hours Completed:</b>				
From:		To:		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Major:			

### General Information

*Please identify your availability:*

<b>Days of the week:</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Hours available:</b>	_____	_____	_____	_____	_____

**Total Hours Available Per Week:**

**General Information**

**Why are you interested in participating in an internship at Demoiselle 2 Femme, NFP?**

**What skills will you bring to an internship position?**

**Please list your position choices in order of preference (by Title if applying for a specific posted internship position)**

Preference #1

**Position Title:**

Preference #2

**Position Title:**

Preference #3

**Position Title:**

**Are you interested in utilizing or obtaining specific skills? If so, please describe.**

**Disclaimer and Signature**

**By signing below I certify that all information is accurate and complete and may be shared with the internship selection staff at Demoiselle 2 Femme, NFP.**

Signature:

Date: