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| **Intern/Volunteer Applicant Information** |
| Last Name  | First Name | Date |
| Street Address | Apt/Unit |
| City  | State | Zip |
| Phone | Cell Phone |
| Email address: |
| Have you ever been convicted of a felony? [ ]  Yes  [ ]  No | If yes please explain: |
| How did you hear about our internship/ volunteer work program? |
| Are you legal to work in United States? |
| If you are not a U.S. Citizen, are there any restrictions on your eligibility for employment |

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| **Availability** |
| Please check semesters of availability:[ ]  Fall [ ] Spring [ ] Summer [ ] Other, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Please check your general availability | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| Morning (approx. 9-1) |  |  |  |  |  |  |  |
| Afternoon (approx. 1-5) |  |  |  |  |  |  |  |

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| **Areas of Interest** |
| Please indicate which area interests you: |
| [ ]  Program  | [ ]  Development | [ ]  Communication  |  [ ]  Accounting/ |  |
| [ ]  Other, please explain:  |  | Administrative |  |

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| **Experience/Education and Skills** |
| Current employment status: [ ]  Full-time [ ]  Part-time [ ]  Not Employed |
| Current or most recent paid position held |  |
| Are you currently a full-time student?[ ]  Yes [ ]  No | If yes, please indicate school and concentration: |
| Level | Areas of study: |
| [ ]  Freshmen  | [ ]  Sophomore  | [ ]  Junior |
| [ ]  Senior  | [ ]  Graduate student |
| Do you speak any other languages?[ ]  Yes [ ]  NoLevel of Proficiency | If yes, please list language[ ]  Fluent [ ]  Semi-Fluent [ ]  Basic |
| Computer Skills/Software Used: |

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| **Personal Information** |
| Why are you interested in an internship/or volunteer work in our organization? |
| What specific experience would you like to gain through this internship/volunteer work? |
| Describe your long-term career goals: |

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| **Professional References (if applicable)** |
| Name | Relationship and contact info (e-mail and/or phone number) |
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| **Disclaimer and Signature** |
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| I certify that my answers are true and complete to the best of my knowledge. If this application leads to an internship/ volunteer work assignment, I understand that false or misleading information in my application may result in my release.  |

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| Signature:  | Date: |