

**19TH JUDICIAL CIRCUIT
INTERNSHIP APPLICATION**

Please print:

Name: _____
(First) (Middle) (Last)

Address: _____

City, State: _____ Zip Code: _____

Phone Number: _____ E-mail Address: _____

What program/office would you like to intern for: _____

Why would you like to intern for this program/office? _____

How did you hear about this program/office? _____

School you currently attend: _____

City, State: _____ Grade/Level: _____

Course of study are you currently pursuing: _____

Dates you would like to intern: _____

In case of emergency please contact: _____

Relationship to Intern: _____ Phone Number: _____

Have you ever worked as an intern before? If yes, please describe: _____

Do you have any relatives who live locally that are working for the courts? Please list:

Have you ever been convicted of or had a withhold of conviction for a Misdemeanor or a Felony? Yes () No ()

If yes, when and what charge? _____

Have you ever observed or had any experience with the court system? If so, please explain: _____

References:

Educational Reference

Name: _____ Title: _____

Address: _____ Phone Number: _____

Community Reference (The community reference should be over twenty-one years of age and should not be a relative.)

Name: _____

Address: _____ Phone Number: _____

I hereby certify that the information set forth in the above application is true and correct to the best of my knowledge. I understand that a background check must be completed prior to becoming an intern and that completion of this application does not guarantee my becoming an intern with the 19th Judicial Circuit.

Signature of Intern: _____

Signature of Parent/Guardian if Applicant is a Minor: _____

Please do not write below this line

For Court Administration Use Only:

	Date	Initials
Educational Reference Verified		
Community Reference Verified		
Background Check Completed		

Duration of Internship: _____

Comments: _____

Approve _____ Decline _____

Authorized by: _____

Thomas A. Genung
Trial Court Administrator

Letter Mailed to Intern: _____

Start Date: _____

Date IT Notified: _____

Date Court Administration Badge Issued: _____

Returned: _____