

Dear Applicant:

I am pleased to learn of your interest in Senator McConnell's internship program. Participation in the program is open to any college student who is a resident of Kentucky.

During the summer session, we plan to have paid interns in our Washington office. All DC interns will be hired for a period of approximately five weeks and will be paid approximately \$250 per week of service. However, housing is the responsibility of the intern. The application's postmark deadline is February 1 of each year.

Semester-long internships also are available year-round, with the spring session being from January through May (postmarked deadline of November 1) and the fall session from September until mid-December (postmarked deadline of July 1). The pay is the same, but these terms are better suited for earning college credit than the summer sessions.

Volunteer internships only are available in our Louisville, Lexington, London, Fort Wright, Bowling Green, and Paducah offices. We are especially interested in interns who can work for us part-time while receiving college credit. The application process for part-time interns is the same.

It is your responsibility to make sure your application file is completed by that date. Applicants who have not completed their file by the deadline will not be considered.

A complete file in Senator McConnell's office will contain:

1. COMPLETED APPLICATION FORM
2. THREE, OR MORE, LETTERS OF RECOMMENDATION
3. WRITING SAMPLE (preferably a short paper or article)

If you have any questions at all concerning Senator McConnell's internship program, please do not hesitate to call me at (202) 224-2541. I look forward to hearing from you soon.

Sincerely,

JENNIFER BEIL  
INTERN COORDINATOR

OFFICE OF SENATOR MITCH McCONNELL  
361-A Russell Building  
Attention: Jennifer Beil  
Washington, D.C. 20510  
(202) 224-2541

INTERNSHIP APPLICATION FORM  
please print or type

NAME: \_\_\_\_\_ PARENT'S NAME: \_\_\_\_\_

SCHOOL ADDRESS: \_\_\_\_\_ HOME ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SCHOOL PHONE: ( ) \_\_\_\_\_ HOME PHONE: ( ) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NO: \_\_\_\_\_ AGE: \_\_\_\_\_

NAME OF SCHOOL: \_\_\_\_\_ YEAR IN SCHOOL: \_\_\_\_\_

G.P.A.: \_\_\_\_\_ MAJOR: \_\_\_\_\_

HONORS AND ACTIVITIES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PREVIOUS EMPLOYMENT (include location and dates): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TYPING SKILLS: \_\_\_\_\_

WHAT DATES WOULD YOU BE AVAILABLE? \_\_\_\_\_

\_\_\_\_\_ (indicate interest in a fall, spring, or summer internship)

INTERESTED IN PAID INTERNSHIP IN - WASHINGTON ( )

INTERESTED IN VOLUNTEER INTERNSHIP IN (volunteer internships can be part-time):

BOWLING GREEN ( )      LEXINGTON ( )      LONDON ( )  
LOUISVILLE ( )      FORT WRIGHT ( )      PADUCAH ( )

REFERENCES (include occupation, address and phone number):

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ON A SEPARATE SHEET, PLEASE ANSWER THE FOLLOWING QUESTIONS:

- (1) Why do you want to be an intern for Senator Mitch McConnell?
- (2) What do you hope to accomplish during your internship?
- (3) How did you become interested in government and politics?

ALSO REQUIRED ARE THREE (3) LETTERS OF RECOMMENDATION AND A SHORT WRITING SAMPLE IN ADDITION TO THE QUESTIONS ABOVE.

A required interview is part of the intern application process. Applicants can schedule interviews in Washington at any time after the candidate's application is received in Senator McConnell's office. Otherwise, interviews will be conducted by phone at a time agreed to by the applicant and Intern Coordinator.

My school's spring break is: \_\_\_\_\_