

U.S. District Court for the District of Maine

Student Intern Application Form

(Please Print)

Name: _____

Present Address: _____

Telephone #: _____ Email: _____

College Attending: _____

Area of Study/Major: _____

Dates of Interested Internship: Beginning: _____ Ending: _____

Are you seeking to receive academic credit for this internship? YES NO

If yes, please attach all material and requirements that are needed to receive such credit.

Name, Address and Telephone Number of Faculty Internship Advisor:

May your present and previous employers be contacted? YES NO

Please answer the following questions briefly. (Use the back if necessary)

1. Will you be writing a paper or preparing a project as a result of your internship?

The U.S. District Court requires that you submit a copy of all papers/projects prepared as a result of your internship to the Human Resources Specialist.

2. What goals have you set for yourself to accomplish during your internship? Please be as specific as possible. This may be a difficult question; another way to state is "What would you like to be able to do as a result of your internship?"

3. What are your career goals? (Give examples of jobs you would like to have)

The responses given on this form are true and correct to the best of my knowledge and belief.

Applicant Signature

Date

Interested applicants are required to provide the following:

- Judicial Employment Application (A078)
- Student Intern Application
- Letter of Interest
- Resume (optional)
- Name and contact information of three professional and/or academic references
- Copy of graduate or undergraduate transcripts
- Any material and requirements that are needed to receive academic credit, if applicable.

(Applications are posted on our website at: <http://www.med.uscourts.gov/employment>)

Completed applications may be emailed or mailed to the address below.

Diane Ford
Human Resources Specialist
U.S. District Court
156 Federal Street
Portland, Maine 04101
diane_ford@med.uscourts.gov