



# -EXECUTIVE OFFICE OF THE PRESIDENT- COUNCIL ON ENVIRONMENTAL QUALITY

## INTERNSHIP APPLICATION

CEQ has unpaid internship opportunities available year round, and is **currently seeking interns for the Spring, Summer, and Fall of 1999.**

I am applying for an internship for the following session:

Spring 1999\_\_\_\_\_  
(January - May)

**Deadline:** November 30, 1998

Summer 1999\_\_\_\_\_  
(May - August)

**Deadline:** March 1, 1999

Fall 1999\_\_\_\_\_  
(September - January)

**Deadline:** August 1, 1999

All internships are full time. Ideally, we look for students who are available at least four days or more per week for the Fall and Spring sessions, and five days a week for the summer session. Please indicate the number of days per week you will be available: \_\_\_\_\_ Earliest date you can begin: \_\_\_\_\_

### PERSONAL INFORMATION

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Last Name

First Name

Middle Initial

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Social Security Number

Date of Birth (mm/dd/yr)

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Place of Birth (City, State)

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Address while in Washington

Phone Number while in Washington

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Permanent Address

Permanent Phone Number

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Prior Campaign/Political Experience

**ACADEMIC INFORMATION**

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College/University

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Current Address

Current Phone Number

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Major/Degree

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Expected Month/Year of Graduation

GPA (Cumulative)

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Computer Skills

**INTERNSHIP PLACEMENT**

Please list your areas of experience/interest (e.g. natural resources, international environmental issues, communications and outreach, sustainable development, etc.). **Please be aware**, this does not guarantee that you will be placed in one of these areas.

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**CRIMINAL BACKGROUND**

Have you ever been charged with or convicted of any criminal offense, DWI or misdemeanor offenses?  
Yes\_\_\_\_\_ (please describe below)                      No\_\_\_\_\_

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Are there currently any charges pending against you for any criminal offense?  
Yes\_\_\_\_\_ (please describe below)                      No\_\_\_\_\_

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**NOTE:** Please be aware that the White House has a zero-tolerance policy for drug use. You will be required to take a drug test prior to beginning your internship. You also will be asked about any use of drugs during your security interview. Failure to pass the drug test will result in your immediate disqualification.

Please send, along with this application, a resume with two professional references, brief writing sample, unofficial transcript and a cover letter to: **Robert Kapla, Special Assistant for Policy and Administration, Council on Environmental Quality, Room 360, Old Executive Office Building, Washington, DC 20502.** Phone (202) 456-6224, Fax (202) 456-2710.