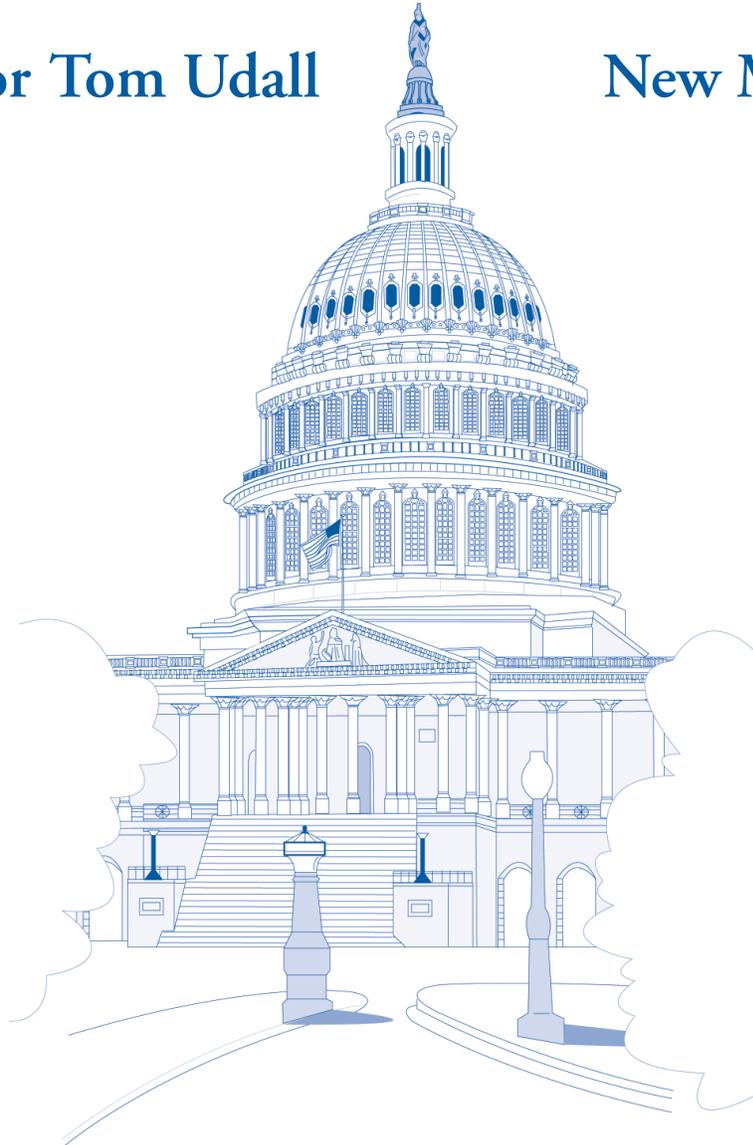


INTERN APPLICATION

Senator Tom Udall

New Mexico



SENATOR TOM UDALL
Internship Program Application

• **PERSONAL INFORMATION**

Name: _____ Social Security Number: _____

School Address [Valid Until: _____] _____

Phone: _____

E-mail Address: _____

Parent or Guardian Names: _____

Parent or Guardian Address: _____

Parent or Guardian Phone: _____

• **SCHOOL INFORMATION**

College or University _____ Status next fall: Fr. So. Jr. Sr.

Major/Minor: _____ GPA _____ out of _____

Will you be seeking academic credit for your internship? _____

If yes, how many credit hours? _____

• **AVAILABILITY**

Please indicate the days and times you are available

From (date): _____ to (date) _____ M T W Th F _____ AM/PM to _____ AM/PM

Office Preference: Washington, DC Albuquerque Las Cruces Santa Fe

• **INTERNSHIP PREFERENCES (Washington Office Applicants Only)**

Please indicate your preference for session, assignment, and areas of interest. Rank each in order, with 1 being your first choice, and so on. Indicate as many choices as you wish.

Sessions

Summer: _____ June 1 – July 2 _____ or July 6 – August 6 _____ *Fall* _____ *Spring*

Assignment

____ Legislative Department _____ Press Department

Areas of Interest

____ Aging/Senior Issues	____ Energy/Environment	____ Judiciary
____ Crime	____ Health	____ Labor Relations
____ Defense	____ Foreign Relations	____ Public Lands/Agriculture
____ Economy	____ Immigration	____ Small Business/Econ Development
____ Education	____ Indian Affairs	____ Veterans

- **RESUME INFORMATION**

Please submit a resume with your application.

- **REFERENCES**

Please provide three letters of recommendation. The letters may be sent separately from your application. Please indicate below the names of your references.

- 1) _____
- 2) _____
- 3) _____

- **WRITING SAMPLE**

Please submit a brief writing sample (no longer than three pages) with your application. This may be a paper you have written for school, a letter or article published in your school or city newspaper, or a research project. Please submit only a non-fiction writing sample.

- **ESSAYS**

On separate documents, write a response (no more than 500 words) to the following questions:

- 1) How will an internship in Senator Udall’s office be beneficial in meeting your long term goals?
- 2) What do you think is the most pressing legislative issue that the Congress should be debating and why? Be sure to demonstrate an understanding of both supporting and opposition viewpoints and why you believe there should be a sense of urgency to address the issue.

GENERAL INFORMATION

Following these steps will ensure an orderly application process.

- 1) Read about the internship program and eligibility requirements online at <http://tomudall.senate.gov>
- 2) Begin working on your application well in advance of the application deadline. This will help ensure that you have sufficient time to gather necessary additional documents that will make your application complete. Your letters of recommendation can be mailed separately from the application if that is more convenient for the person writing the reference.
- 3) Make a copy of your completed application before submitting it.
- 4) Mail the application or submit the online version well in advance of the deadlines listed below. If you are submitting your application online, it will be forwarded to the office in which you are seeking a placement. If you are mailing the application, send it directly to the office at one of the following addresses:

Washington DC
Senator Tom Udall
Attn Renée Gasper
110 Hart Senate Office Building
Washington DC 20510

Albuquerque
Senator Tom Udall
Intern Coordinator
219 Central Ave NW
Suite 210
Albuquerque 87102

Las Cruces
Senator Tom Udall
Intern Coordinator
505 South Main
Suite 118
Las Cruces 88801

Santa Fe
Senator Tom Udall
Intern Coordinator
120 South Federal Place
Suite 302
Santa Fe 87501

DEADLINES

If you are applying for this session...	...submit your application by this date...	...and expect to hear back from us by this date.
Summer	March 1	April 1
Fall	August 1	September 1
Spring	December 1	January 1

ADDITIONAL INFORMATION FOR STUDENTS APPLYING FOR SUMMER INTERNSHIPS IN WASHINGTON, D.C.

Travel: Travel arrangements to and from Washington are the responsibility of the intern. Our office will provide information on area airports and train or bus stations.

Accommodations: The Congressional Special Services Office provides support services for interns with disabilities. This intern application is available in Braille upon request. Completed applications may be submitted by audio tape.