

INTERNSHIP APPLICATION

To apply for an internship in Senator Mark R. Warner’s office, please submit this form, along with a **cover letter, resume, college transcript, two letters of recommendation, and a short writing sample** (2 page max). To avoid delays associated with the paper mail handling procedure in the Senate, we recommend that you scan and email all documents to intern_request@warner.senate.gov or fax to 202-224-2530. All documents should be marked with “ATTN: Intern Coordinator”.

Please note that internships are reserved for college sophomores, juniors and seniors.

Personal Information:

NAME: _____	DATE OF BIRTH: _____	GENDER _____
STREET ADDRESS: _____		
CITY: _____	STATE: _____	ZIP: _____
HOMETOWN: _____		
CELL PHONE: _____	EMAIL: _____	

School Information:

COLLEGE/UNIVERSITY: _____		
STREET ADDRESS: _____		
CITY: _____	STATE: _____	ZIP: _____
EXPECTED GRADUATION DATE: _____	MAJOR _____	CUMULATIVE GPA: _____

Please indicate whether the materials listed below are enclosed or will be sent separately:

	Enclosed Sending	
Cover Letter	<input type="checkbox"/>	<input type="checkbox"/>
Resume	<input type="checkbox"/>	<input type="checkbox"/>
College Transcript	<input type="checkbox"/>	<input type="checkbox"/>
2 Letters of Recommendation	<input type="checkbox"/>	<input type="checkbox"/>
Short Writing Sample	<input type="checkbox"/>	<input type="checkbox"/>