



**Michael D. Crapo**  
**United States Senator**  
**Idaho**

Internship Application  
Page 1 of 4

**Personal Information**

Name: \_\_\_\_\_ Date of Birth \_\_\_/\_\_\_/\_\_\_

Permanent Address: \_\_\_\_\_

City, State & Zip Code: \_\_\_\_\_

Permanent Telephone Number: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

City, State & Zip Code: \_\_\_\_\_

Current Telephone Number: \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Parent or Guardian \_\_\_\_\_

Parent or Guardian Phone \_\_\_\_\_

**Educational Information**

High School Attended: \_\_\_\_\_

Year Graduated: \_\_\_\_\_ Standing in Class: \_\_\_\_\_

College or University Attended: \_\_\_\_\_

Expected Graduation Date: \_\_\_\_\_ GPA: \_\_\_\_\_

Degrees Earned/Sought: \_\_\_\_\_

Majors/Minors: \_\_\_\_\_

College Leadership Roles, Activities, Achievements, and Interests:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Michael D. Crapo  
United States Senator  
Idaho**

Internship Application  
Page 2 of 4

**Work Experience**

---



---



---



---



---

**Internship**

Which semester are you interested in?

- Fall (September 1<sup>st</sup> to December 15<sup>th</sup>)
- Spring (January 15<sup>th</sup> to May 31<sup>st</sup>)
- Summer (June 1<sup>st</sup> to August 30<sup>th</sup>)

Will you receive college credit for this internship?  Yes  No

If yes, who is your internship advisor?

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

With which of the following programs or programming languages are you proficient?

- |   |                                       |                                    |
|---|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Front Page       | <input type="checkbox"/> Windows 2000 | <input type="checkbox"/> MS Office |
| <input type="checkbox"/> cc:Mail          | <input type="checkbox"/> Windows 98   | <input type="checkbox"/> Java      |
| <input type="checkbox"/> Outlook/Exchange | <input type="checkbox"/> HTML         | <input type="checkbox"/> Photoshop |

Other relevant experience \_\_\_\_\_

---



---



---



**Michael D. Crapo  
United States Senator  
Idaho**

**Internship Application  
Page 3 of 4**

**On separate paper, please provide:**

- 1. A brief essay (250 words) explaining what you expect to achieve on a professional and personal level during your internship in Senator Crapo's office.**
- 2. A Current Résumé.**
- 3. Three Letters of Recommendation.**
- 4. College Transcript or Certificate of College Enrollment.**



**Michael D. Crapo  
United States Senator  
Idaho**

Internship Application

Page 4 of 4

### **Statement of Equal Employment Policy**

The office of Senator Michael D. Crapo is an equal employment opportunity employer in accordance with the requirements of Senate rules and regulations and applicable federal laws.

I HEARBY CERTIFY that all the foregoing information I have supplied in this application is correct and complete. Furthermore, I understand that any falsification or omission of any information may be grounds for not employing me or for dismissing me. I give the Office permission to contact any or all of my previous employers (except my current employer if I have so indicated above), my references and my schools for full information. Applicant Initials: \_\_\_\_\_

If employed and in consideration of my employment, I agree to conform to the rules and regulation of the Office. My employment may be terminated with or without cause and without any notice, at any time, at the option of either my employer or me. I understand that no representative of the Office Except Peter Fischer, John Hoehne, Ryan Ringel, or Diana Black has any authority to enter into any agreement of employment for any specific period or to make any agreement contrary to the foregoing. Any such agreement between and me must be in writing.

I understand that the employees of the Office of Senator Michael D. Crapo are at-will employees. Nothing in this application alters an employee's at-will status.

**PLEASE DATE AND SIGN HERE:**

Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**Please submit this application by the deadline listed below.**

**Spring: November 1<sup>st</sup>**

**Summer: April 1<sup>st</sup>**

**Fall: April 1<sup>st</sup>**

**Submit to Ryan Ringel, Internship Director**

**By FAX: 202-228-1375**

**By E-mail: ryan\_ringel@crapo.senate.gov**

**By Mail: 239 Dirksen Senate Office Building, Washington, DC 20510**