

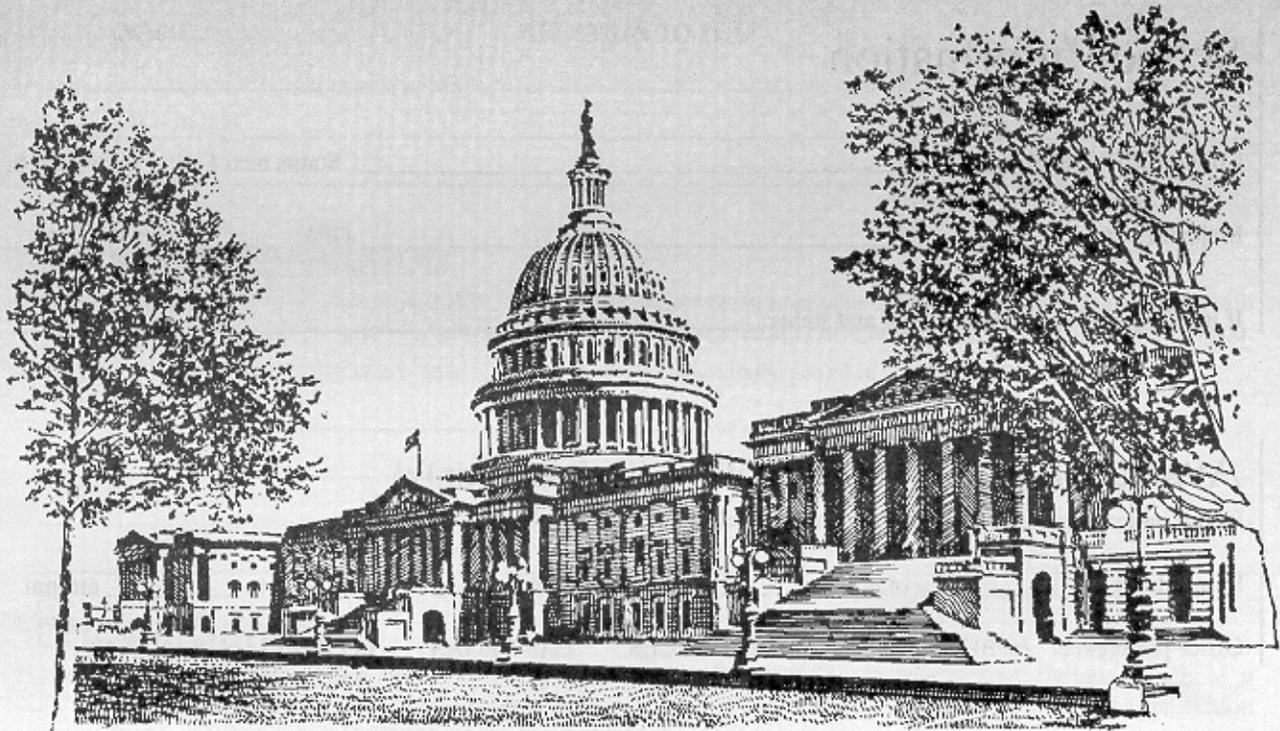
CANDIDATES FOR INTERNSHIPS IN WASHINGTON, DC FOR THE SUMMER OF 2004:

Our office will offer only one summer internship session in the summer of 2004. That session will run from June 1 to July 9.

However, we are offering a greater number of internships in our state offices for the summer. Please indicate your preference below:

_____ I only want to be considered for an internship in DC for the summer of 2004.

_____ If I am not offered an internship in DC for the summer of 2004, I will consider placement in one of Senator Bingaman's five state offices (depending on location).



INTERN APPLICATION

Senator Bingaman

New Mexico

A P P L I C A T I O N

1

Personal Information

Name: _____ Social Security Number: _____

School address until (date) _____:

E-mail: _____ Phone: _____

Where we can reach you after that date:

Parents' or guardians' names: _____

Parents' or guardians' address: _____

Parents' or guardians' phone: _____ or _____

2

School Information

College or University: _____ Status next fall:



Major and Minor: _____ GPA _____ out of _____

If in high school, name of school and status: _____

3

Availability

Complete only if applying for a state office internship, or a spring or fall semester internship in the Washington, D.C. office. Do not fill out if applying for summer internship in Washington.



From (date): _____ to _____ Days available: _____ am/pm to _____ am/pm

Office preference:

4

Stipend

Stipend amounts for New Mexico intern candidates will be arranged with the Intern Coordinator in each office. In lieu of stipends for Washington summer interns, our office will pay the cost of your housing during your internship. Stipends are not available for fall or spring Washington interns.



Would you require a stipend?

Amount per week: _____

5

Internship Preferences

Complete only if applying for a Washington office internship. Indicate your preferences for session, assignment and areas of interest. Rank each in order, 1 being your first choice, and so on. Mark as many choices as you wish.



Summer Sessions

_____ Fall semester: _____ Spring semester: _____

Assignment

Press Department: _____ Legislative Department: _____

Areas of interest

Aging/Senior issues: _____	Education: _____	Labor Relations: _____
Arts/Humanities: _____	Ethics: _____	Public lands/Ag: _____
Campaign finance reform: _____	Foreign Relations/Trade: _____	Small Business: _____
Crime/Gang Prevention: _____	Health: _____	Taxes: _____
Defense: _____	Indian Affairs: _____	Women's Issues: _____

6

Reference Letters

Please ask three people to submit a letter of reference on your behalf. List the names and relations of these references in the space below. The letters may be sent separately from the application and will be compiled when received.

NAME

RELATION TO YOU

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

7

Resume Information

Please submit a *resume* with your application. In the space below or on a separate sheet of paper, select two things you would most like us to see from your resume, describe them in greater detail, and explain why they are important to you.

There are no right or wrong answers! Select anything you are especially proud of, regardless of what it is.

1)

2)

8

Writing Sample

Please include a three to five page *writing sample* 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 nonfiction writing sample.

In the space below, briefly describe the topic of your paper.

9

Essays

Please write a short response (fewer than 500 words each) to these three questions.

(Continued on next page.)

Question
1 of 3

How does this internship fit in with your long-term goals? What do you hope to bring to and take from this position?

9

Essays (Continued)

Please write a short response (fewer than 500 words each) to this question

(Continued on next page.)

Question
2 of 3

Describe an incident in which you were given a task and were successful in seeing it through.
What obstacles did you have to overcome?

9

Essays (Continued)

Please write a short response (fewer than 500 words each) to this question

Question
3 of 3

Describe your position on a current event in the news. Be sure to show your understanding of both sides of the debate and explain why you find one argument more persuasive than the other.

GENERAL INFORMATION

Eligibility: Applicants must be undergraduate-level students and be either New Mexico residents or attending school in the state.

Stipends: In general, interns are expected to be volunteers. However, it is recognized that some students will require financial assistance to participate in the program. Small stipends are available to competitively-qualified summer session interns who demonstrate financial need.

Application: To apply for an internship position, complete this application form. Send it along with a resume, a 3-5 page writing sample, and three letters of reference, to the office in which you would like to intern.

WASHINGTON, DC	ALBUQUERQUE	LAS CRUCES	ROSWELL	SANTA FE
Senator Bingaman	Senator Bingaman	Senator Bingaman	Senator Bingaman	Senator Bingaman
c/o David Pike	Intern Coordinator	Intern Coordinator	Intern Coordinator	Intern Coordinator
Senate Hart 703	625 Silver Avenue	148 Loretto Towne Centre	105 West Third	119 East Marcy
Washington, DC 20510	Suite 130	505 South Main	Suite 409	Suite 101
	Albuquerque 87102	Las Cruces 88001	Roswell 88201	Santa Fe 87501

Selection Process: Applicants will be kept informed of the status of their application. Final decisions can be expected by the following dates:

Summer Session:	April 15
Fall Session:	September 1
Spring Session:	January 1

The selection process is highly competitive. An interview may be required as part of the process. It is recommended that you return your completed application as soon as possible. Keep a copy of your completed application before sending the original to us. Applicants will be notified upon receipt of their completed forms. If notification has not been received within two weeks, please contact our office and be prepared to submit a copy of the original application.

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

Housing: Finding housing while in Washington is the responsibility of the intern. However, after selection, our office will provide application forms and phone numbers for local summer housing programs at participating universities. In the past, American University, Georgetown, Gallaudet, George Washington and others have offered summer housing arrangements. Additionally, if you desire, we will send you the names and phone numbers of other interns selected to participate in the same session, so that you can contact them for possible shared housing arrangements.

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 U.S. Senate Office of Special Services provides support services for interns with disabilities. This intern application and the brochure are also available in Braille upon request. Completed applications may be submitted by audio tape or on the phone.

Activities: Interns will be scheduled for tours of the Capitol, the Kennedy Center, and other Washington landmarks, in addition to attending seminars and lectures within the Senate on items of legislative or current interest. Interns are also invited to play on our office softball team, provided there is one.