



Internship Application

Applicant Information

Full Name: _____ Date: _____
 Last *First* *M.I.*

Address: _____
 Street Address *Apartment/Unit #*

 City *State* *ZIP Code*

Phone: _____ Email: _____

Compensation Requested (Y/N): _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO
 ☐ ☐ ☐ ☐

Have you ever worked for FAIR Girls? YES NO If yes, when? _____
 ☐ ☐

Were you referred by someone for this job? YES NO If yes, who? _____
 ☐ ☐

Have you ever been convicted of a felony? YES NO If yes, explain: _____
 ☐ ☐

Availability

Preferred Start Date: _____ Preferred End Date: _____

(Internships typically run for a minimum of 4–5 months. Please indicate your ideal timeframe.)

Please list the days and times you are generally available to intern (e.g., Mondays 9am–2pm, Thursdays 12pm–5pm):

☐ My schedule is flexible.

☐ My schedule is fixed due to classes or other commitments.

How many total hours per week can you commit? _____

(Please note that we ask interns to complete a minimum of 20 hours a week)

Which format(s) are you available for? (check all that apply)

☐ In-person (Washington, DC)

☐ Hybrid

If in-person or hybrid, do you have reliable transportation?

☐ YES ☐ NO

☐ Sometimes (please explain):

Academic Credit (if applicable)

Are you completing this internship for academic credit?

☐ YES ☐ NO

If yes, please provide:

School Name: _____

Course/Program Title: _____

Faculty/Field Supervisor Name: _____

Faculty Email: _____

Total hours required for credit: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO Degree: _____

Further Education: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO Degree: _____

References

Please list three references (preference for at least one professional reference).

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____
Company: _____
Address: _____

Relationship: _____
Phone: _____

Previous Employment

Company: _____
Address: _____

Phone: _____
Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO
 ☐ ☐

Company: _____
Address: _____

Phone: _____
Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO
 ☐ ☐

Company: _____
Address: _____

Phone: _____
Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO
 ☐ ☐

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____