



Vanderburgh County Clerk's Office

Records Internship Program

P.O. BOX 3356

Evansville, IN 47732

Phone: (812) 435-5371

Email: agowen@vanderburghcounty.in.gov

APPLICATION FOR INTERNSHIP

INSTRUCTIONS:

1. Please type or print clearly in black ink. If you need additional space, attach a separate sheet.
2. Complete all questions of the application form. An incomplete application will not be evaluated for an intern position.
3. Submit as a packet the following: this application form, resume, and letter of recommendation or references.
4. Application packets must be submitted and received in their entirety by the posted deadline.

PERSONAL INFORMATION

First name: _____ Middle initial: _____ Last name: _____

Current school address: _____

City: _____ State: _____ Zip: _____

Permanent address: _____

City: _____ State: _____ Zip: _____

Phone number: () _____ - _____ E-mail address: _____

Are you a U.S. Citizen: _____ Yes _____ No Which session are you applying for? (Session/Year) _____

ACADEMIC INFORMATION

Name of current college or university: _____

City: _____ State: _____ Year of study: _____

Major(s): _____ Minor(s): _____

Overall Grade Point Average (GPA): _____ Major Grade Point Average (GPA): _____

Favorite Courses

Name of other college or university: _____

City: _____ State: _____ Years attended: _____

Major(s): _____ Minor(s): _____

Overall Grade Point Average (GPA): _____ Major Grade Point Average (GPA): _____

Favorite Courses

DESIRED INTERNSHIP EXPERIENCE (continued)

Please describe why you are interested in the Vanderburgh County Clerk's Records Internship Program. Include comments on your goals, including career and educational objectives, and how the internship would assist you in achieving your goals. Describe your expectations for this internship. Attach a separate page if additional space is needed.