

## DISTRICT OFFICE INTERNSHIP INFORMATION

### Stafford, Texas

The office of Congressman Tom DeLay offers an internship program giving students an opportunity to observe and participate in the workings of the United States House of Representatives. Interns are an essential part of the office and the internship offers opportunities to assist staff in the areas of constituent service activities, administrative support, and field representation.

**The District Office accepts applications year-round.**

Interns can expect to spend at least half of their time handling routine administrative duties and the other half on more extensive activities. Interns will have opportunities to accompany district office staff to community events and meetings. Our goal is to offer the most rewarding experience possible, while fulfilling the existing needs of our office.

Interested applicants should submit the following internship application by fax to 281-240-2959 or in writing to:

District Director  
Office of Congressman Tom DeLay  
10701 Corporate Drive, Suite 118  
Stafford, TX 77477

Office of Congressman Tom DeLay  
Internship Application

*\*Please complete sections I, II, III, and IV.*

**SECTION I** – Please complete the following:

NAME: \_\_\_\_\_

PRESENT ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

UNIVERSITY ATTENDING: \_\_\_\_\_

GRADUATION DATE: \_\_\_\_\_

MAJOR: \_\_\_\_\_ MINOR: \_\_\_\_\_

GPA: \_\_\_\_\_

**Please list the time frame in which you would like to intern:** \_\_\_\_\_

**SECTION II** – Please attach a cover letter, resume, recent transcript, and recent photograph.

**SECTION III** - In approximately 250 words, please tell us about yourself by answering the following question:

“Why do you wish to serve as an intern for Representative Tom DeLay?”

**SECTION IV** - Please include three letters of endorsement from someone who knows you well. At least one letter should be from an academic instructor.