

2023 JAKE WALDROP SUMMER INTERNSHIP APPLICATION REQUIREMENTS

1. ___Cover Page:

- a. The cover page should be titled “2023 JAKE WALDROP SUMMER INTERNSHIP APPLICATION” and contain: (1) the applicant’s name and (2) the applicant’s contact information, including address, telephone number, and email address [See Cover Page Template for Guidance].

2. ___Personal Statement:

- a. The format of the personal statement is 12 point, Times New Roman. The minimum length of the personal statement is two (2) double spaced pages, and the maximum length is four (4) double spaced pages.
- b. The personal statement should demonstrate the applicant’s commitment to pursuing a career in indigent defense, and should articulate how the applicant embodies the ideals and philosophies of Jake Waldrop.
- c. As with any writing sample, the personal statement should be thoroughly edited and free of any spelling or grammatical errors.

3. ___Résumé:

- a. The applicant’s résumé should be current.
- b. The résumé should be free of any spelling or grammatical errors.

4. ___Certification of Commitment to the Summer 2023 Internship:

- a. The applicant must certify that he/she will commit to the ten-week summer internship at the Federal Defender’s Office in the event he/she is selected.
- b. The certification should be in the format of the attached template.

5. ___Letter of Recommendation:

- a. The applicant must submit one (1) letter of recommendation along with the application.
- b. The letter of recommendation can come from a professor, attorney, or anyone who can articulate why the applicant is a good candidate.

6. ___References:

- a. The applicant must provide the names and contact information for two (2) additional references. The references can be professors, attorneys, or anyone who can articulate why the applicant is a good candidate.
- b. The individuals used as references should **not** be the same individual providing the letter of recommendation.

2023 JAKE WALDROP SUMMER INTERNSHIP APPLICATION

(Name of Applicant)

(Applicant's Email Address)

(Applicant's Street Address)

(Applicant's City, State, and Zip Code)

(Applicant's Telephone Number)

Certification of Commitment to Summer 2023 Internship:

I, [name of applicant], do solemnly affirm that I will commit to the ten-week internship at the Federal Defender Program, Inc., which runs from Monday, June 5, 2023 through Friday, August 11, 2023.

I understand that I have a continuing obligation, to and through completion of the internship, to disclose to the Federal Defender Program, Inc., any termination from employment or internship placement, failure to make adequate academic progress, or other information that could affect my professional reputation or ability to complete the internship in a competent and ethical manner.

I also understand that not participating in, or not completing, the program may subject me to refund of any or all Jake Waldrop internship disbursements. I understand that after the summer, I will be required to write a statement about my experience that may be used by Georgia State University College of Law or the Federal Defender Program, Inc., to promote the opportunity to future participants and/or donors.

Signature

Date