

**DALLAS COUNTY PUBLIC DEFENDER'S OFFICE
INTERNSHIP PROGRAM APPLICATION**

Name: _____

Address: _____

Phone: _____ Email: _____

Date of Birth: _____ Driver's License Number: _____

Application Deadline Type: _____

Application Submission Date: _____

Applying for: _____

Semester: Fall 20 ____ Spring 20 ____ Summer 20 ____

Volunteer Intern Intern for Credit (You arrange credit through your school)

Intern as part of grant or scholarship. Specify: _____

Other. Specify: _____

Proposed Terms: Start Date:_____ End Date:_____ Hours per week ____ (20 minimum)

Preferred Work Schedule (if known at this time). Hours available 8:30 a.m. – 5:00 p.m.

	Monday	Tuesday	Wednesday	Thursday	Friday
Time					

Education:

Law School: _____ 1L 2L 3L Grad date: _____ GPA: _____

Undergrad School: _____ Degree: _____ GPA: _____

Languages other than English in which you are fluent: _____

Rank your interests for primary assignments (1 is most interested and 8 is least interested)

_____ Appeals** _____ Adult Criminal* _____ Mental Health* _____ Family Law

_____ CPS** _____ Capital Division _____ Juvenile* _____ DNA Exonerations

*Indicates trial-level division providing direct representation in court each morning.

** Require a minimum six week commitment.

Why are you interested in the Dallas County Public Defender's Office?

What type of experience do you hope to gain with us?

What do you NOT want to do? (types of work, cases, etc.)

Application Attachments:

1. Cover Letter
2. Resume
3. Unofficial transcript
4. Photo of yourself
5. Writing Sample
6. Three to five letters of recommendation or names of references (please provide emails of references)

Certification

I, _____, have read the Internship Program information in its entirety. I certify that the information I have given in this application and attachments is my own, and is true, correct, and complete to the best of my knowledge.

Signature

Date

Send your completed application, which includes: the application form, cover letter, resume, photo of yourself, writing sample, and any letters of recommendation or list of references with emails to:

Paul.Blocker@dallascounty.org
and
Vickie.Rice@dallascounty.org

No applications will be considered unless they are complete and sent to the email addresses above.

Application Dates

	Fall	Spring	Summer *
Regular Application Deadline	July 30	December 15	April 30
Priority Application Deadline**	July 1	November 15	March 1
Priority Notification Date**	July 15	December 1	March 15
Approximate Terms	August – December	January – May	May – August

* Applications will be not accepted from undergraduate students during this time frame.

**Priority notification of acceptance is available for those who apply early. There are a limited number of priority offers that can be made and applicants who do not receive priority offers may still be considered for positions on the regular timetable.