



New York County District Attorney's Office

2015 High School Internship Program

Application

Program Information

- Applicants must commit to attend the entire program from **July 6, 2015 - August 14, 2015, Monday - Friday from 9:00 AM- 4:30 PM**
- Only completed applications will be reviewed
- Interviews will be scheduled on Saturdays and some weekday afternoons in April and May
- Not all applicants will be interviewed

Application Instructions

- This application form can be found at: www.manhattanda.org/high-school-internship
- Application materials must be submitted either via email or via mail **by Friday, March 27, 2015:**
 - To submit electronically, save all documents as PDF files and email as attachments to HSIP@dany.nyc.gov
 - To submit by mail, all documents must be **postmarked by the deadline** and mailed to:

Attn: High School Internship Program
 Community Partnerships Unit
 New York County District Attorney's Office
 100 Centre Street, Room 1501H
 New York, NY 10013

Part 1: Applicant Information

First Name: _____ Last Name: _____
 Street Address: _____ City, State & Zip Code: _____
 Home Phone Number: _____ Cell Phone Number: _____
 Primary Email Address: _____ Secondary Email Address: _____

What is the best way to contact you? Phone Email

Type of School (Choose One):
 Public Public/Charter Parochial Independent/Private Boarding

School Name: _____

Date of Birth (MM/DD/YYYY): _____ Age: _____ Current Grade: _____

Last Day of School (Including Exams): (MM/DD/YYYY): _____

Is there a possibility that you will attend summer school this year? Yes No

Part 2: Resume

- A one-page resume

Part 3: Essay

- An essay, no longer than 500 words, discussing a goal or project that reflects your interest in criminal justice

Part 4: Letter of Recommendation

- The letter of recommendation must be saved as a PDF file and emailed directly by the recommender to HSIP@dany.nyc.gov.

Name of Recommender: _____ Relationship to applicant: _____

(*Optional*) Second Letter of Recommendation:

Name of Recommender: _____ Relationship to applicant: _____

Part 5: Additional Questions

1. Do you speak any language(s) other than English? If so, which are spoken at home?

2. How did you hear about the New York County DA's High School Internship Program?

Website/Facebook/Twitter

School/Teacher

Program (please list): _____

Other: _____

3. Is this your first time applying to this program?

Yes

No (please specify): _____

4. What will you do this summer if you are not selected for this program?

Questions?

Contact the Program Supervisors at the **Community Partnerships Unit**:

Denise Liriano, 212-335-3055

Jennifer Cariño, 212-335-9064