

**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 9 is least interested)

\_\_\_\_ Appeals\*\*    \_\_\_\_ Adult Criminal\*    \_\_\_\_ Mental Health\*    \_\_\_\_ Family Law    \_\_\_\_ CPS\*\*

\_\_\_\_ Capital Division    \_\_\_\_ Juvenile\*    \_\_\_\_ DNA Exonerations    \_\_\_\_ Immigration

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

\*\* Requires 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)

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**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:

TPeugh@dallascounty.org  
and  
Joseph.Berry@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

\*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.