

**Capitol Pathways Student Application**

Application Window: October 21 – November 15, 2024

\*Denotes all REQUIRED questions

Training confirmation \*

I can attend the paid orientation and legislative training during the week of December 31 – January 3, 2025. This training is important to helping prepare you for the internship. Please keep your schedule open during these dates.

 Yes

 No

 Unsure

First name \*

Last Name \*

Preferred Name

Mailing Address

Address 1 \*

Address 2

City \*

State \*

ZIP code \*

What type of address is this?

Phone \*

Your cell phone, or whatever number is best to reach you during the day.

Email \*

We will use this email to contact you with all information regarding the program. Please use a current email that you actively check.

Name of College/University \*

School Address

Country \*

Address 1 \*

Address 2

City \*

State \*

ZIP code \*

Two-Year or Four-Year? \*

 Two-Year Institution

 Four-Year Institution

Indicate your current year in school during the 2024-2025 academic year \*

Other

If your current year in school is not one of the above, please explain.

Major \*

Minor

For International Students Only

I am an international student with a J1/F1 visa with authorization to work in the U.S.

 N/A

 Yes

 No

Would you be interested in working more than 10 hours/week? If yes, what is the desired hours per week? \*

Schedule\*

How many credits can you take and how many do you anticipate taking?

What is the maximum number of class credits you can take and how many credits do you anticipate taking during the 2025 spring semester? (e.g.: "My college allows me to take a maximum of 16 credits per semester, but I will only take 14 credits for spring semester 2025.")



What days of the week (Monday – Friday) could you set aside time to complete the required 10 working hours? \*

It is ideal that students set aside a minimum of 3-5 hr increments per day to meet the required 10 hrs/week of work at their host site. Should you be accepted into the program, please let us know which day(s) listed below do you anticipate you will have the most availability to complete your work hours. Select all days that apply.

 Monday

 Tuesday

 Wednesday

 Thursday

 Friday

Do you plan to register this internship for class credit? \*

 Yes

 No

 Unsure

If unsure, explain

Extracurricular \*

List any extracurricular activities, jobs, additional internships and other responsibilities you have during the 2025 spring semester. If not applicable, please write N/A.



Are you open to working on-site? \*

This year, we will offer a blend of in-person and virtual meetings for our programming. Many host sites will expect students to work both in-person and remotely. Some organizations may require students to work in person for most of the internship period. Given that they follow proper safety guidelines, are you open to working on-site at an office during this internship period?



What is your preference for working location? \*

 In-person

 Hybrid

 Remote

 Other

COVID-19 Vaccination \*

Please share your current vaccination status. Your vaccination status will not impact your probability of being accepted into the program. We only want to know in order to better determine student and host internship placements. Your status will not be shared with anyone else other than program staff.



Required Material \*

Resume

Please upload your current resume in either PDF or Word Doc. PDF format is preferred. Here are some resources on resume writing best practices and samples: [Resource 1](https://www.themuse.com/advice/43-resume-tips-that-will-help-you-get-hired), [Resource 2](https://www.themuse.com/advice/finally-the-answer-to-how-much-does-my-resume-font-matter), [Resource 3](https://aip.ucsd.edu/_files/_ucdc/UCDC-Resume-Guide.pdf)



Legislative Experience \*

Please indicate how much experience you have with the legislative process below. As we are looking for students with diverse experiences, your answer will help us better match your experiences with the experiences that host sites are looking for. For example, a host site may be looking to train a student with little to no experience. In contrast, another host site may be looking for a more experienced student. Please be honest about your level of knowledge below.

 Little or no experience. I know little/nothing about the legislative process. I may not have participated in an internship before.

 Some experience. I am somewhat familiar with the legislative process. I have had at least 1 internship up at the Capitol or done some sort of policy-related work before. I have internship experience but not necessarily with the legislative process.

 Experienced. I am extremely familiar with the legislative process. I have had multiple internships up at the Capitol or done policy- related work. I am interested in pursuing a policy-related career.

Work Experience \*

**Please let us know what experiences or skills you are hoping to gain during the internship experience?** (Limit submission to 1,700 character count/300 words.)



Essay Questions

Personal essay \*

**Please tell us about yourself.** **Consider sharing your personal story, interests, passions, and skills**. (Limit submission to 1,700 character count/300 words.)



Why are you interested in participating in Capitol Pathways? \*

**Consider sharing why you are interested in participating in the program at this time, and why it will help you meet your personal, academic or career goals.** (Limit submission to 1,700 character count/300 words.)



Policy Interests \*

To help us ensure student interests align with host policy priorities, please select which areas of policy you are most interested in below. Please limit your selections to no more than FOUR.

  Housing/Affordable housing

 Arts/Humanities

 Business

 Community Organizing

 Economic Development

 Education

 Energy

 Environment/Natural Resources/ Conservation

 General Lobbying

 Mental Health/Human Services

 Public Health

 Social Justice

 State or Local Government

 Transportation

Of the policy issue(s) you indicated an interest in above, tell us why \*



(Limit submission to 1,700 character count/300 words)

Is there anything else we should know about you as we review applications and assign students for interviews with organizations?



(Limit submission to 1,700 character count/300 words. Consider including any information such as accommodations you may require from us (e.g. space for prayer, nursing room, etc.) or what you’re hoping for from a host organization.

How did you learn about this internship opportunity?  \*

 Family

 Friends

 Professors or advisors

 Departments/offices at your college or university

 Capitol Pathways alumni

 Other

