

**JOYCE ANN BROWN INNOCENCE CLINIC
NON-LAW STUDENT INTERNSHIP APPLICATION**

*****DEADLINES:** APPLICATIONS FOR **FALL SEMESTER** INTERNSHIPS MUST BE RECEIVED BY THE MONDAY BEFORE SPRING SEMESTER FINAL EXAMS; APPLICATIONS FOR **SPRING SEMESTER** INTERNSHIPS MUST BE RECEIVED BY THE MONDAY AFTER THANKSGIVING. SUMMER INTERNS WILL BE ACCEPTED ON A CASE-BY-CASE BASIS. STUDENTS WILL BE NOTIFIED NO LATER THAN 3 WEEKS AFTER THE APPLICATION DEADLINE. ***

Name: _____

Address: _____

Phone #: _____

E-mail: _____

Student ID: _____

Major: _____ GPA: _____

____ UNT Dallas ____ UNT Denton ____ UNT HSC

____ Junior ____ Senior ____ Post-Bacc ____ Grad

Application Essay: In a 300-500 word essay, please explain why you are interested in an internship with JABIC. Make sure your name is on the essay itself, and name the file "lastname_firstname_JABIC essay."

Your application materials consist of:

- * This form, signed and dated
- * Application essay
- * Disclosure form, signed and dated
- * Name and contact of departmental faculty member who will assign credit
- * Resume
- * Transcript (unofficial)

Please submit all materials via e-mail to Dr. Gretchen Hackard (Gretchen.hackard@untdallas.edu).

I understand that the JABIC non-law student internship is a two-semester commitment. I understand that during the first semester, I will attend Saturday classes (9 – 12 and 1:30 – 4:30) for five weeks and then commit to 8-10 hours of work for subsequent weeks. I further understand that during the second semester I will be expected to work 8-10 hours per week. My department may have additional requirements in order for me to receive credit, and I am responsible for those also.

Signature

Date

**JOYCE ANN BROWN INNOCENCE CLINIC
NON-LAW STUDENT INTERNSHIP DISCLOSURE FORM**

Please read this document carefully, initialing, signing, and dating where prompted. Return the completed form with your application materials.

Background Check: Due to the sensitive nature of the work, please be advised that individuals accepted to the JABIC non-law student internship program may be subjected to

- Background checks (criminal and driving records)
- Credit checks
- Drug tests
- Interviews of friends and family

Internships may require some or all of these background checks. If you have questions about this, you should contact one of the advisors for the program to discuss those issues before submitting your application.

Initial

Transportation: Participation in the JABIC non-law student internship program may require students to travel in and around Dallas, Collin, and Denton counties. Interns are responsible for their own transportation and must have a reliable way of getting to and from occasional team meetings and locations for investigation.

Initial

Qualifications and Application Process: To be considered for a JABIC non-law student internship, students must have junior or senior standing, must have earned at least 12 hours of advanced credit before the semester in which the internship starts, must have at least a 3.0 GPA, and must be willing to commit to working for two consecutive long semesters (Fall/Spring or Spring/Fall, with summers considered on a case-by-case basis). The application process is competitive. No more than 24 non-law students will be accepted into each cohort.

Initial

I have read the foregoing disclosures and understand that I must consent to these provisions in order to be considered for a JABIC non-law student internship.

Signature

Date