# Summer by Rail - Application

*Restrictions & Deadlines: The deadline for application is January 31st, 2017. Applicants must be an active college student of at least 18 years of age at time of submission. NARP will establish a shortlist of candidates by February 14th. After additional interviews, NARP will select our Summer by Rail intern by March 14th. Candidates should be able to spend 3-4 weeks traveling as part of this program, with another 6-8 weeks of part-time outreach and planning in advance. NARP can accommodate flexible schedules, however all travel will need to take place between the months of June 2017 through August 2017. To read the full requirements, apply here.*

*Remember to complete all sections of this application and send it with your transcript, resume, and letter of recommendation.* ***Make sure to complete the ESSAY portion of our Summer by Rail application****. Thank you for your interest! All questions and completed submissions [.doc/.pdf] should be emailed to Sean Jeans-Gail [*[sjeansgail@narprail.org](mailto:sjeansgail@narprail.org)*].*

**1. Contact Information**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name (Last, First, Middle): | | | | | Date: |  |
| Present street address: | | | City:       State:       Zip: | | |  |
| Home phone: | Other phone: | | | E-mail address: | |  |
| Are you qualified to work in the US for any employer for an indefinite period of time?  Yes No  If no, please specify your status. | |  | | | | |
| Expected date of college graduation: | |  | | | | |

**2. Education**

List the schools and/or educational organizations you have attended, beginning with your most recent:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School or Organization | Location | Dates Attended | Years Completed (as of January 1, 2017) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**3. Previous Internships and Employment**

Provide a list of previous employers. Please include all paid and unpaid positions in the order they occurred. Please continue list on separate sheet of paper. If possible please obtain a letter of recommendation from previous supervisors.

|  |  |  |  |
| --- | --- | --- | --- |
| Internship or Employer | Address | Dates of Employment | Position Held |
| 1. Name: | Address: | From:       To: | Title: |
| Duties performed: | | | Contact as reference (Y/N) |
| 2. Name: | Address: | From:       To: | Title: |
| Duties performed: | | | Contact as reference (Y/N) |

**4. Career Goals**

On a separate page, please describe 1) your career goals, 2) why you are interested in this internship, 3) what interests you most about NARP’s mission, and 4.) what aspects of transportation. (200 words or less.)

**5. Educational Benefit**

Please indicate what you hope the educational benefit of this opportunity will be. List any requirements of your educational organization (for example: complete a paper, work 60 hours on a specific project, complete an assignment). (200 words or less.)

**6. Availability**

The trip portion of NARP’s Summer by Rail program will need to take place between June and August, 2017. Additionally, interns will need to set aside 5-10 hours per week for trip preparation for (itinerary prep, meeting scheduling, third party outreach) in advance—ideally for three months in advance of the trip. Please indicate the dates you would be available for a.) travel and b.) for trip preparation:

a.)

b.)

**7. References**

Please make sure you have answered Y (Yes) or N (No) to whether we can contact your former employer(s) in section 3. In addition, please include at least one letter of recommendation from a teacher, coach, or past employer.

**8. Previous Convictions**

|  |
| --- |
| Have you ever been convicted of an offense related to the job for which you are applying or convicted of a crime other than a minor traffic violation in the past 7 years?  Yes No  If yes, please explain. Conviction will not necessarily bar you from employment. |

***9. Application Verification***

*THIS FORM IS NOT VALID WITHOUT YOUR SIGNATURE. PLEASE READ BEFORE SIGNING: The statements above are true to the best of my knowledge.*

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NARP IS AN EQUAL OPPORTUNITY EMPLOYER**