We will accept applications at any time but not later than October 31, 2016, for the 2017 program. Please be advised that in some agencies the internal application process — which you must also complete — begins as early as ten months prior to our deadline.

Name ________________________________________________________________________
First Middle Last

Job Title______________________________________________________________________
(Include your rank if uniformed service)

Address ______________________________________________________________________
Street
City State Zip Code

Business Phone (_____) ______________________ Fax # (_____) _____________________

E-mail _______________________________________________________________________

Please indicate whether you are applying for the ☐ seven-month or ☐ twelve-month program

Supporting Documentation:
☐ Completed SF 171, OF 612, or résumé.
☐ Statement by applicant describing how the experience will be important to individual career goals, to applicant's current agency position, and areas of primary interest on the Hill.
☐ Letter of nomination from applicant's supervisor, or other appropriate agency official, stating applicant's need for such Capitol Hill experience.
☐ Writing sample – a memo or paper by applicant on any subject demonstrating the ability to communicate well.

Mail, FAX, or E-mail Scanned Application with Supporting Documents to:
The Government Affairs Institute
at Georgetown University
3333 K Street, NW, Suite 112
Washington, D.C. 20007

Fax: (202) 333-8165
Phone: (202) 333-4838

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