



INTERNSHIP APPLICATION
 Neighborhood House Association
 5660 Copley Dr
 San Diego, CA 92111
 www.neighborhoodhouse.org
 Tel: 858.715.2642 Fax: 858.715.2670

APPLICANT INFORMATION

Please provide us with the following information.

Name: _____ Today's Date: _____
First Name/Middle Initial/LastName Month/Day/Year

Street Address: _____ Are you at least 18 years of age?
 Yes No

City/ State/ Zip Code: _____

Home Phone: _____ What is your availability?
 Mon _____ to _____ Tues _____ to _____
 Wed _____ to _____ Thurs _____ to _____
 Fri _____ to _____

Cell/ Alternate Phone: _____

Email Address: _____

_____ When are you available to start? _____

AREAS OF INTEREST

Please indicate which program(s) you are interested in.

Specific Internship Position Applying For: _____

Other Areas of Interest:

Head Start/ Early Head Start Senior Service Center HIV/ AIDS Case Management Adult Day Health Care

Project Enable/ Friendship Clubhouse The Connection Program Housing Counseling Emergency Services

Something Else (Please Explain): _____

INTERN INFORMATION

Please complete all information in full. Be as detailed as possible.

Is an internship a requirement for you? Yes No If yes, how many hours are you required to complete? _____

Please further explain the requirement.

Current College/University Enrolled At: _____

Area(s) of Concentration/Major: _____

Are you currently enrolled in a work experience program? Yes No

Select your highest level of education: Some High School GED/ High School Diploma Bachelor's Master's Ph.D.

What are your goals or what are you hoping to accomplish through this internship with NHA?

SKILLS, BACKGROUND AND EMPLOYMENT HISTORY

Please provide as much information as possible to help us better understand your qualifications.

Summarize any skills and/or previous experience relevant to the position you are applying for.
Please include any languages you're fluent in / special training you've received.

Current Employer: _____

Previous Employer: _____

Current Position: _____

Previous Position: _____

Dates Employed: _____

Dates Employed: _____

CRIMINAL HISTORY DISCLOSURE

Please answer the following question completely and truthfully. Answering "yes" will not necessarily disqualify you from taking part in internship activities. Applicants will be evaluated individually, based upon their own merit.

Have you ever been convicted of or pleaded no contest to a crime? Yes No

If yes, please explain: _____

Additionally, a criminal background check is performed on all interns. Please provide your full name, your social security number and sign and date below so we can further evaluate your background.

I _____, social security #: _____, hereby authorize

Printed NameApplicant SSN

Neighborhood House Association to thoroughly investigate my work record, education and criminal history related to my suitability for interning. In addition, I hereby release NHA, its employees, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of, or in any way related to, such investigation or disclosure.

Applicant Name (Signed Name)_____
Date**AGREEMENT AND SIGNATURE**

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an intern, any false statements, omissions or other misrepresentations made by me on this application may result in my immediate dismissal.

Applicant Name (Printed Name)_____
Applicant Name (Signed Name)_____
Date**Equal Opportunity Employer**

It is the policy and practice of the Neighborhood House Association to select and promote employees based on their qualifications and ability to do the job without regard to sex, actual or perceived sexual orientation, race, color, religious creed, national origin, physical disability/ mental disability, medical condition, age, pregnancy and marital status.