



Superior Court of California County of Napa

Internship / Volunteer Application

Complete the application form below and submit with the following documents to the Human Resources Department (Internship/Volunteer positions are typically available in the Self Help Center, as space allows):

Napa Superior Court
Human Resources Department
825 Brown Street
Napa, CA 94559
Phone: 707-299-1242

- A current resume
- A cover letter stating your interest in the legal field or specific division within the Court and why you are interested in an internship or volunteer position

Applicant Information		
Last Name:	First:	Date:
Street Address:		Apt/Unit:
City:	State:	Zip:
Phone:	Cell Phone:	
Email address:		
Do you have any pending Civil, Criminal/Misdemeanor or Traffic cases in a Superior Court in the State of California?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
As an adult, have you ever been convicted of a felony or misdemeanor offense?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Please note that conviction is not an automatic bar to an internship or volunteer position. Each case is considered individually. Failure to disclose any convictions or providing false or misleading statements of material facts will automatically remove applicant from the selection process. If yes, complete details below:

Offenses	Places/Court Jurisdiction	Dates	Penalties

Education

Current Student: College **OR** University

College/University Name:

Major: _____ Level: _____

Will you be receiving credit for your internship?

Yes No

Advisor: _____

Phone: _____

Availability

Please check semesters of availability:

Fall Spring Summer Other, please explain:

Please check your general availability	Monday	Tuesday	Wednesday	Thursday	Friday		
Morning (approx. 8:00am ó 12:00pm)							
Afternoon (approx. 1:00pm- 5:00pm)							

Statement and Signature

I hereby state that all the information that I have provided on this application, and in any interview, is true complete and accurate. I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am selected for an internship or volunteer position and any information provided by me is later found to be false or incomplete in any respect, I may be dismissed.

I understand that the Superior Court of California County of Napa may investigate my background and if offered an internship or volunteer position, I must pass a fingerprint background check.

If you have any questions regarding this Statement and Signature section, please ask the Human Resources Department before signing.

Signature:

Date: