



# APPLICATION FOR INTERNSHIP

St. Johns County Clerk of the Circuit Court & Comptroller  
2022/2023 Clerk Internship Program  
4010 Lewis Speedway, St. Augustine, Florida 32084

In order to be considered as a Clerk Internship Program participant, please fill out and complete this application along with accompanying forms. Incomplete applications will not be reviewed. Selected applicants will be contacted for an interview for further consideration.

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Phone number: \_\_\_\_\_

School: \_\_\_\_\_ Expected graduation date: \_\_\_\_\_

1. Can you commit to at least a 4-week internship? Yes  No

2. If so, what is your availability? \_\_\_\_\_

3. Can you commit to a daily work schedule, 8:00 a.m. to 5:00 p.m. (incl. a 1-hour lunch)?

Yes  No  If no, what hours are you available? \_\_\_\_\_

4. Do you have a preferred area of focus? Examples include: Courts, Records, Legal, Information Technology, Finance, Human Resources. \_\_\_\_\_

## If you are under 18 years of age, please provide Parent/Guardian information

Name: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Phone number: \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_