

WHITE HOUSE INTERNSHIP PROGRAM

The application period for the Spring 2018 White House Internship Program is now open. Please read all the following instructions before starting your application. Applicants must be U.S. citizens, must be 18 years of age on or before January 10, 2018, and must meet at least one of the following criteria to apply:

- Are currently enrolled in an undergraduate or graduate degree program at a college, community college, or university (two-to-four year institution)
- Have graduated from an undergraduate or graduate degree program at a college, community college, or university (two-to-four year institution) no more than two years before the internship program start date
- Are a veteran of the United States Armed Forces who possess a high school diploma or its equivalent and have served on active duty--for any length of time--in the two years preceding the internship program start date.

ADDITIONAL INSTRUCTIONS TO APPLY

The application must be completed in one sitting, as applications cannot be saved and returned to at a later date. Before starting your application, please ensure you have two recommendations prepared in PDF format, as they must be uploaded during the application process. The White House Internship Program cannot recommend who should write a letter of recommendation on your behalf. However, we encourage you to find individuals who can illustrate your qualifications, character, and commitment to public service. Your recommendation letters should not exceed one page in length each and must be addressed to the White House Internship Reviewing Committee. Applicants must also upload a current resume in PDF format during the application process.

As part of the application process, applicants may select the White House departments that interests them. Selections are used as a reference for the White House Internship Program review team, and do not guarantee placement.

Visit <https://www.whitehouse.gov/participate/internships/departments> to learn more about the Presidential Department descriptions.

Incomplete applications or applications submitted after September 8, 2017 at 11:59 p.m. (EDT) will not be reviewed for the Spring 2018 term.

INTERNSHIP TIMELINE

| | Fall 2017 | Spring 2018 | Summer 2018 |
|------------------------------|------------------------------|----------------------------------|-------------------------------|
| Application Posted | May 19, 2017 | July 26, 2017 | November 29, 2017 |
| Application Deadline | June 23, 2017 | September 8, 2017 | January 12, 2018 |
| Notifications Begin | Week of July 24, 2017 | Week of November 17, 2017 | Week of March 30, 2018 |
| Internship Start Date | September 6, 2017 | January 10, 2018 | May 30, 2018 |
| Internship End Date | December 8, 2017 | April 27, 2018 | August 10, 2018 |

FREQUENTLY ASKED QUESTIONS

Is a White House Internship a paid position?

White House Internships are unpaid positions. Applicants are encouraged to contact educational institutions and other non-profit organizations to apply for assistance as needed. Any outside income, funding, or housing assistance received as a White House intern must receive pre-approval.

What are the hours of the White House Internship?

Applicants should expect to work at least Monday-Friday, 9:00 a.m. - 6:00 p.m. Some exceptions will be made for applicants with class or program requirements, but interns must work 4.5 days a week in order to be considered full-time interns. For example, an intern may leave at 1:00 p.m. or later one day per week, if appropriate. If you require a schedule accommodation of this kind, please mention this if you receive an interview.

Is specific White House intern housing available?

No. Applicants must arrange for their own housing.

Is political preference a deciding factor in the application review process?

No. It is essential, however, that applicants are dedicated to the ideals and mission of the White House.

Can I mail a hard copy of my application?

No. We cannot accept hard copies of applications. Only applications submitted via our application portal will be reviewed.

Will I be penalized if my recommendation is sent in late?

Yes. All application materials, including letters of recommendation, must be submitted on or before the corresponding application deadline. Applications are reviewed on a rolling basis, and we encourage you to submit your application package as soon as it is completed.