



Austin Police Department Forensic Science Division



Dear Intern Applicant:

Thank you for your interest in an internship with the Austin Police Department Forensic Science Division. Enclosed with this letter you will find the requirements for the internship program, an Internship Agreement and the internship application. These documents must be completed and signed as indicated. It must be returned to my attention with an accompanying resume, letter of recommendation from your major advising professor, an outline of your internship program objectives and transcripts.

The Austin Police Department Forensic Science Division invites all four-year accredited universities and colleges, and graduate schools, to participate in the internship program. The Forensic Science Division gives preference to those students who have internship curriculum requirements in their program; however, we will attempt to accommodate others who have attained at least a junior and above university/college status and have met internship standards. Application for an internship does not mean that you will be selected. Because of case loads and other commitments, there may be semesters when the number of internships are limited or we may be unable to invite any interns.

Please submit necessary documents identified on the internship agreement form before the deadlines identified. Once you have completed and forwarded the necessary paperwork the applications will be screened and you will be notified by mail regarding the status of your application. Only complete applications will be considered for review.

Sincerely,

William Gibbens, Manager
Forensic Science Services

Enclosures



AN ASCLD/LAB ACCREDITED LABORATORY SINCE 2005