

Professional or Volunteer Experience

section C

List relevant educational, volunteer, or professional experience.

Current Courses

section D

List course titles.

Completed Courses

section E

List course title, final grade, and semester completed.

Relevance to Your Goals

section F

Indicate why you want to participate in the Legislative Fellows Program. Include the relevance of the program to your educational and career goals.

Sample Memorandum

section G

Take a few minutes to think about the multitude of problems facing state governments. Identify a significant problem of interest to you. Write a two-page memo to a legislator explaining the problem and recommend several possible solutions. Attach the memorandum to this application form or e-mail it as a file attachment (see submission checklist on page 4 for more information).

Don't forget to complete section H on page 4 and read the application submission checklist.

Visit the Legislative Fellows website—www.ipa.udel.edu/legfellows



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References (must provide three)

section H

name			title		
address					
city		state		zip	
phone			e-mail		
capacity in which you know the referee					
name			title		
address					
city		state		zip	
phone			e-mail		
capacity in which you know the referee					
name			title		
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city		state		zip	
phone			e-mail		
capacity in which you know the referee					

Application Submittal Checklist

Please attach the following documents or indicate if the information is being sent electronically*.

1. **Recommendation Form** in a sealed envelope
2. **Department Chair's Confidential Comments form**** in a sealed envelope
3. **Two-page typed sample memorandum** (see section G for details) e-mailing file attachment
4. **Resume** e-mailing file attachment
5. **Unofficial transcript** (must submit in paper)

*file attachments should be sent to shelley@udel.edu

**not required for MPA or MA students

Submit

Send the above checklist items to:

**Legislative Fellows
Institute for Public Administration
180 Graham Hall
University of Delaware
Newark, DE 19716-7380**