



# OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY



**DAVID ARONBERG**  
STATE ATTORNEY

## HOW DO I APPLY FOR A LEGAL INTERNSHIP AT THE STATE ATTORNEY'S OFFICE IN PALM BEACH COUNTY?

1. Go to our website [www.sa15.org](http://www.sa15.org) or Google the search terms Palm Beach County State Attorney's Office.
2. On the home page, you will see a horizontal row of menu options. All the way to the right, hover your mouse on "JOIN THE TEAM" where you will see a drop down menu. Click on "STUDENT INTERNSHIP PROGRAM." On the Student Internship page are 2 links—"Click here for application" and "Click here for directions to the office."
3. Once you click on the application, you will need to print the Adobe Acrobat PDF—all 9 pages. You cannot type on the PDF.

### SOME TIPS FOR COMPLETING THE APPLICATION

- Complete all 9 pages.
- Make a CLEAR photocopy of your driver's license. Make a CLEAR copy of your Social Security card or birth certificate. Include with application.
- Have the criminal background check notarized (application pages 2-3).
- Fill out the employment application. All employees, volunteers and interns are required to complete this form (application pages 4-9).
- Return the application to the person listed at the bottom of the Volunteer page. Drop off the original to our office or send the original by U.S. mail or scan and e-mail. Keep a copy for your files.
- Once we receive your paperwork, you will receive a courtesy call or e-mail. Then, the application and background check will be processed. You will receive a phone call or e-mail after your paperwork is processed to discuss a schedule that is convenient for you.
- On your first day, you will have an orientation.
- We look forward to working with you!