**Internship Application Form**

**I am applying for** **internship[[1]](#footnote-1).**

***If your Internship Application Form is not filled in completely, unfortunately, your application will not be taken into consideration. Our internship programmes are available only for students who are and will be enrolled in educational institutions for the whole internship period.***

**Personal Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Last Name:** |       | **First (and middle) Name(s):** |       |
| **Date of Birth:** |       | **Place of Birth:** |       |
| **Nationality:** |       | **Marital Status:** |       |
| **Gender:** |   | **Title:** |       |

**Availability**

Please indicate the date (DD/MM/YYYY) of your availability:

|  |  |  |  |
| --- | --- | --- | --- |
| **From:** |       | **Till:**  |       |

**Contact Details**

|  |  |
| --- | --- |
| **Street:** |       |
| **Postal Code:** |       | **City:** |       |
| **Country:** |       |
| **Telephone:** |       | **Cell phone:** |       |
| **E-mail:** |       |

**Work Permit**

|  |  |
| --- | --- |
| **Are you allowed to legally work in The Netherlands?** |  |
|  |
| Limited – specify:       |

**Health Insurance**

|  |  |  |
| --- | --- | --- |
| **Insurance policy (with coverage in The Netherlands):** |  | Expiration Date:       |
|  |

**Person to Notify in Case of Emergency**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |       | **Relationship:** |       |
| **Address:**  |       |
| **Telephone:** |       | **Cell phone:** |       |
| **E-mail:** |       |

**Current Activity**

****

****

****

**EDUCATION**

**University or equivalent: *Multiply-according to the number required***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and place of the Institution:** |  | **Degree:** |  |
| **Study:** |  | **Completion:****(DD/MM/YYYY)** |  |
| **Specialisation subjects:** |       |
| **Subject of dissertation:** |       |

**Other relevant degrees: *Multiply-according to the number required***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and place of the Institution:** |  | **Degree:** |  |
| **Study:** |  | **Completion:****(DD/MM/YYYY)** |  |
| **Specialisation subjects:** |       |  |  |
| **Subject of dissertation:** |       |  |  |

**Motivation**

***Please explain why you want to do an internship at HiiL and what makes you a suitable candidate for this internship.***

|  |
| --- |
|       |

**Additional Information**

Please write here any additional information, not covered elsewhere in this form or in your CV/Motivation Letter, which will strengthen your application. This can pertain to awards, honours or scholarships received; or list relevant extracurricular activities.

|  |
| --- |
|       |

**References**

If you have references please provide details of at least two people who can be contacted for the reference purposes.

|  |  |  |
| --- | --- | --- |
| **Full Name** | **Address and e-mail address** | **Business/Occupation** |
|       |       |       |
|       |       |       |

**Please send the following documents to this e-mail address** internships@hiil.org**.**

**For additional questions please contact our internship coordinator at +31 (0) 70 762 0700.**

* **Curriculum Vitae**
* **Internship Application Form**
* **Explanation Letter detailing 1) the injustice you are the most passionate about and 2) your added value in bringing more justice to people in maximum 350 words**
* **Letter of enrollment**
* **The list of grades for your current and previous university/university of applied sciences degrees in The Netherlands.**
* **One writing sample (max. 5 pages)**

**Date:**

**Place:**

1. Please mention what kind of an internship you are applying for. E.g. Justice Sector Internship, Human Resources Internship, etc. [↑](#footnote-ref-1)