



THIS IS A SAMPLE APPLICATION.

This application may be slightly different than the “official application” you fill out to apply. If you have questions about the application process contact the program staff in the region where you would like to serve.

I. Personal Profile

Full Name		University	Major
Current Address (all information will be sent to this address unless you notify us of a change)		City, State, Zip	Phone # (Cell Preferred)
Are you moving within the next six months? <input type="checkbox"/> Yes* <input type="checkbox"/> No If yes, when? <div style="text-align: right;"><i>Month/Day/Year</i></div>			
<i>*Please notify us of new address at time of move</i>			
Permanent Address		City, State, Zip	Phone #
Alt. Phone # (cell, pager, etc.)	Email (provide account you check most regularly)		Social Security #
Date of Birth	Gender	Race/Ethnicity (Optional)	GPA
Expected Date of Graduation			

PLEASE NOTE:

You will be required to attend a two-day weekend orientation before you begin service.

While site based training schedules may vary applicants should be available to participate in site-based training the first five Friday afternoons following orientation.

Weekend training events will be scheduled for select dates throughout the year. Two service Days are scheduled for the Dr. Martin Luther King Day of Service and the Cesar Chavez Day of Service.

II. Experience

List any relevant past or present extracurricular/community service experience. Briefly describe why you decided to get involved and what you found most valuable and/or challenging about your experience(s).

How many hours per week do you currently spend on work or extracurricular activities? Will you continue to be involved in these activities if you are accepted into JusticeCorps?

Please list any languages you speak other than English, and your level of proficiency (beginner, intermediate, or fluent.) Please note this is not a requirement to participate in JusticeCorps.

Have you previously served in AmeriCorps Yes No

Program Location:

Start Date:
Month/year

End Date:
Month/year

Did you complete your term of service? Yes No

If no, please explain:

III. Program Information

Please answer each of the following questions.

Please explain why you want to participate in JusticeCorps and what you hope to gain from the experience. Consider why you want to participate in JusticeCorps vs. another volunteer experience.

How do you expect involvement in JusticeCorps to tie into your past experiences and future goals?

IV. Service Placement

JusticeCorps provides an intensive service experience. You will be required to complete either 300 hours of service if you apply to be a minimum time member or 1700 hours of service if you apply to be a full time member. For your reference, below you will find a list of possible JusticeCorps service sites. Please indicate your top 3 site preferences on the next page.

Self-Help Centers provide legal assistance in several areas which may include Small Claims, Family, and Housing Law, Restraining Orders as well as Domestic Service.

Family Law Self-Help Centers offer family law assistance including help with divorce cases, child custody, visitation as well as child and spousal support. Some centers also provide litigants with assistance with restraining orders.

Service Sites: Service sites will be listed on the official application.

Site Preference:

Please provide a minimum of three top site preferences. Some site locations may be added or deleted before the program begins in the fall. Staff will do their best to accommodate all requests.

First choice:

Second choice:

Third choice:

Comments:

Sample Shift Schedule. We will ask accepted applicants for their service schedule requests. Below is an example of our request form. Please review the form to make sure you have adequate time in your schedule to complete your service hours. If you are minimum time you would choose **at minimum** one full-day (8 hours) or two half-day (4 hour) shifts, if you are full time you can expect to serve 5 days a week. We understand that your schedule may change each semester/quarter. It is assumed that a morning shift would begin at 8:30 and end at 12:30. Afternoon shifts begin at 12:30 and end at 4:30. You should plan to arrive 15 minutes before your shift and may need to stay several minutes after if you are engaged with a customer.

This is a sample schedule you do *not* need to indicate your availability below.

First Preference:

Day of Week: <input type="checkbox"/> Monday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Tuesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Wednesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Thursday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Friday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon*	<input type="checkbox"/> All Day *

Second Preference:

Day of Week: <input type="checkbox"/> Monday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Tuesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Wednesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Thursday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> All Day
Day of Week: <input type="checkbox"/> Friday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon*	<input type="checkbox"/> All Day *

V. Citizenship Information

Are you a United States citizen, national or lawful permanent resident alien?

Yes No

Please scan and attach a photocopy of any one of the following documents to this application to verify your residency status. If invited to interview, you will be required to bring the original of this document to present to a JusticeCorps staff member. Failure to provide this documentation will make you ineligible to participate in JusticeCorps.

- ❖ A Birth Certificate showing that you were born in one of the 50 states, the District of Columbia, Puerto Rico, Guam, the US Virgin Islands, American Samoa, or the Northern Mariana Islands
- ❖ A United States passport
- ❖ Certificate of naturalization (Form N-550 or N-570)
- ❖ Certificate of citizenship (Form N-560 or N-561)
- ❖ Permanent resident card, INS (Form I-551)
- ❖ Alien registration receipt card, INS (Form I-551)

VI. Additional Information**Transportation:**

Members must provide their own transportation to JusticeCorps service sites and trainings. How do you plan to get to trainings or your service site?

own car public transportation other, please specify

The following criteria will be used to select JusticeCorps members:

- ❖ Evidence of commitment to the entire program year and full participation in the program, including completion of 300 hours of service
- ❖ Ability to perform the service requirements, including ability to attend weekend trainings
- ❖ Potential to benefit from participation
- ❖ Strong communication skills
- ❖ Must meet AmeriCorps residency requirements
- ❖ Must pass security clearance

Uniform: JusticeCorps will provide each member with a dress shirt. Please indicate your shirt size:

xs (Women only) small medium large x- large xx-large other:

VII. Certification

My signature below attests that all statements made in this application are accurate and truthful and confirms my understanding that any misrepresentations or false statements made in this application may result in not being considered for service, and that if not discovered by JusticeCorps until after acceptance, such misrepresentations could be grounds for immediate termination.

Signature _____

Date: _____

As an equal opportunity employer, JusticeCorps encourages applications from all individuals regardless of age, gender, race, ethnicity or physical ability, and evaluates all candidates on a merit basis. JusticeCorps is a proud member of the AmeriCorps National Service Network. Candidates must be 17 years or older..

VIII. Security Information

JusticeCorps members are volunteers of the Superior Court of California. All court volunteers are required to complete a Live Scan (fingerprinting) that will be submitted for F.B.I and California Department of Justice security clearance. Accepted applicants will be notified of the time and place to complete the Live Scan.