



# The Supreme Court Fellows Program

---

## Applicant Instructions

Type all responses and answer all questions fully and accurately.

Do not include additional items (such as books you have written) with your application. Supplementary material will not be reviewed if sent.

Do not mail your application in a binder or package it in any elaborate way. Use a paper clip or binder clip to hold the pages together.

**Mailed applications *must* be received by November 12, 2004.**

Applicants will be notified by mail when their complete application has been received.

Mail your application to:

Vanessa M. Yarnall  
Administrative Director  
Supreme Court Fellows Program  
Room 5  
Supreme Court of the United States  
Washington, DC 20543

### Applicant Checklist

- Candidate Information
- Resume
- Writing Sample(s)
- Candidate Statement
- References
- Candidate Evaluations (3 to 5)

**Equal Opportunity Employer**

# 1. Candidate Information

\_\_\_\_\_  
Name (Last, First, Middle)

\_\_\_\_\_  
Other names used

\_\_\_\_\_  
Occupation/Profession

## Contact Information:

\_\_\_\_\_  
Mailing Address: Street

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Home Phone                      Work Phone

\_\_\_\_\_  
Fax Number                      E-mail Address

## Employment Information:

\_\_\_\_\_  
Current Employer's Name

\_\_\_\_\_  
Current Employer's Address: Street

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Your Title, Rank or Status

Please answer the following questions and explain on a separate sheet of paper details and resolution of any question answered "yes."

- Have you ever worked for or are you now working for the federal government, or are you being paid by federal funds? (Include active duty military service.)  
[ ] Yes      [ ] No
- Have you ever been discharged from the Armed Forces under other than honorable conditions?  
[ ] Yes      [ ] No

- Have you ever been convicted of a criminal offense?  
[ ] Yes      [ ] No
- Have you ever been charged with a felony?  
[ ] Yes      [ ] No
- Have you ever been charged with a violation of any firearms or explosives laws?  
[ ] Yes      [ ] No
- Have you ever failed to meet a court-ordered child support payment?  
[ ] Yes      [ ] No
- Are you delinquent on any federal debt?  
[ ] Yes      [ ] No
- Have you ever been suspended, disciplined, or barred from any occupation or practice by any regulatory agency, professional association or organization because of your conduct?  
[ ] Yes      [ ] No

# 2. Certification

I certify that all of the statements in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

\_\_\_\_\_  
Name    Date

# 3. Investigation

I know and understand that any or all items contained herein may be reviewed by representatives of the Commission, including former Supreme Court Fellows, and if I become a Finalist, are subject to investigation or verification by duly accredited investigators of the federal government.

\_\_\_\_\_  
Name    Date

How did you hear about the Supreme Court Fellows Program?

\_\_\_\_\_

**4. Resume**

Please attach your resume. Include the following:

1. Career and Employment History
2. Educational Background
3. Volunteer Activities
4. Professional Activities

**5. WritingSample(s)**

Please attach copies of no more than two samples of your written work (i.e., writing samples written entirely by you.) This may include, but is not limited to, articles, reviews, papers and chapters from books or dissertations. In most cases, one sample of approximately twenty pages is sufficient. Please send the copies in a format that is easily reproduced.

**6. Candidate Statement**

Please describe why you are applying for this fellowship, what you consider to be your major strengths and qualifications for the program, and what benefits you feel are likely to result from your participation. To the degree possible, reference specific projects of the sponsoring agencies to which you believe you could contribute and explain how your background and skills relate to those projects. Please limit your narrative to 700 words. You may use additional sheets of paper if necessary.

## 7. References

Please reproduce the Candidate Evaluation form that is part of this application and give it to a minimum of 3 and a maximum of 5 people who know you well. References should have a direct knowledge of your qualifications and character. Each reference should send the evaluation directly to the program. Your application cannot be considered without these references.

In the space below, list the names and contact information for the individuals submitting Candidate Evaluations on your behalf.

**#1**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**#4**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**#2**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**#5**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**#3**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip



## The Supreme Court Fellows Program Candidate Evaluation

**To:**

\_\_\_\_\_  
Individual completing evaluation

**From:**

**The Supreme Court Fellows Commission**

**Subject:**

\_\_\_\_\_  
Applicant's name

Thank you for taking the time to write a recommendation for the applicant named above. Your candid and specific responses to the questions below will help the Supreme Court Fellows Commission select the next class of Fellows – highly select professionals that come to Washington from across the nation to work for one year as paid, full-time employees of the Supreme Court of the United States, the Administrative Office of the United States Courts, the United States Sentencing Commission and the Federal Judicial Center.

Please use the following questions (on your office letterhead, if appropriate) as a guide and include your daytime telephone number.

1. **How long and in what connection have you known the applicant?**
2. **What are the applicant's major strengths and weaknesses?**
3. **What impact has the applicant had on his/her professional field?**
4. **How would you describe this candidate's writing ability?**
5. **How would you describe this candidate's intellectual ability?**
6. **How would you describe this candidate's public speaking ability?**
7. **How would you describe this candidate's personal integrity?**

Please sign and date the evaluation and return it directly to the program prior to the **November 12, 2004** application deadline:

Vanessa M. Yarnall  
Administrative Director  
Supreme Court Fellows Program  
Room 5  
Supreme Court of the United States  
Washington, DC 20543  
202/479-3415