



**INTERN APPLICATION QUESTIONNAIRE  
OFFICE OF THE DISTRICT ATTORNEY**

- (1) What courses or activities have you completed in law school that relate to criminal law or trial advocacy?
  
- (2) Describe your concept of being a “good lawyer”:
  
- (3) Are there any types of cases on which you would be unwilling to work?
  
- (4) Do you know anyone, or are you related to anyone, in this office or in the Tarrant County legal community?  
If so, please name.
  
- (5) Do you have a 3<sup>rd</sup> year bar card?  
If so, what is the number?
  
- (6) Contact information of your Dean:  
Name:  
Address:  
Phone:  
Email:
  
- (7) CONTACT INFORMATION:  
Email (School):  
Email (Home):  
Cell phone:

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Applicant's Signature

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Date



# TARRANT COUNTY DISTRICT ATTORNEY'S OFFICE

## AUTHORIZATION FOR COMPUTERIZED CRIMINAL HISTORY SEARCH AND BACKGROUND CHECK

The District Attorney's Office is a law enforcement agency.  
A thorough background, criminal history, and financial check is conducted on all applicants seeking employment.  
Please provide the following information.

TODAY'S DATE: \_\_\_\_\_ State Bar #: \_\_\_\_\_

Applicant's FULL name: \_\_\_\_\_  
Last Name First Name Middle Name

Current Address: \_\_\_\_\_  
Physical Address ONLY (NO PO Box) City State Zip

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Driver License #: \_\_\_\_\_ State SS# \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Month/Day/Year

Have you been licensed in another state? If so, provide state: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Country of Citizenship \_\_\_\_\_  
City, State, County

Color of Eyes: \_\_\_\_\_ Color of Hair: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_

List all former names, maiden name, nicknames and/or aliases by which you have been known:  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested as a juvenile or adult for any offense, regardless of disposition?  
Yes:  No:  If yes, explain and include offense, dates, and location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has anyone in your immediate family been charged or convicted of a crime greater than a Class C Misdemeanor?  
Yes:  No:  If yes, explain and include offense, dates, and location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please disclose your username or URL for all social media accounts you have online:

Facebook: \_\_\_\_\_

X (Twitter): \_\_\_\_\_

Linkedin: \_\_\_\_\_

Instagram: \_\_\_\_\_

Tumblr: \_\_\_\_\_

Pinterest: \_\_\_\_\_

Vine: \_\_\_\_\_

Do you have a blog? Yes:  No:  If yes, what is the URL? \_\_\_\_\_

**AUTHORIZATION:**

Pursuant to the federal Fair Credit Reporting Act, I hereby authorize the Tarrant County Criminal District Attorney's Office and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: a search of criminal history and record databases operated by Tarrant County, Texas Department of Public Safety, Federal Bureau of Investigations, including records from any criminal justice agency in any or all federal, state or county jurisdictions, and all state agencies who participate in the FBI automated criminal history database system; birth records; motor vehicle records/driving history, including traffic citations, registration, and warrant record databases; verification of Social Security number; current and previous residences; employment history, including all personnel files; education; references; credit history and reports; and any other public records.

I, \_\_\_\_\_, authorize the complete release of these records or data pertaining to me that an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish the Tarrant County Criminal District Attorney's Office or its designated agents with any and all information in their possession regarding me in connection with an application of employment. I do hereby release and hold harmless, the Tarrant County District Attorney's Office, its officials, employees, and/or designees from any claim of liability of any type. I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's rights will be provided to me.

I do hereby declare that my criminal history contains no record of convictions other than those which I have disclosed, acknowledged, and explained on my application for employment and/or this form.

Please note: the *Texas CJIS System Access Policy* restricts access to criminal history record information. The ability to access CJIS information is a requirement of this position.

- An applicant having any Felony or Class A Misdemeanor conviction/deferred adjudication, felony or misdemeanor current open arrest, and/or family violence conviction/deferred adjudication is permanently disqualified.
- Any applicant having a Class B Misdemeanor Conviction/deferred adjudication is disqualified for 10 years from final disposition.
- Class A and B Misdemeanor convictions/deferred adjudications can receive an agency sponsored waiver after 5 years from final disposition. If approved, agency sponsored waivers are only valid at that agency and cannot transfer with the individual.
- Offenses committed as a juvenile will receive the same consideration and be held to the same standard as adult offenses.
- Deferred Adjudications where the subject's conviction has been set aside resulting in the proceeding being dismissed and the individual discharged are not considered a permanent disqualifier.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date