

ELIGIBILITY REQUIREMENTS

Junior level or higher;

Completed at least 12 semester credit hours in accounting (except for Legislative Policy Internship)

Maintaining a minimum GPA of 3.0 on a 4.0 scale; and

Able to work a minimum of 12 hours.

APPLICATION REQUIREMENTS

- Completed and signed application form;
- Verification of current enrollment;
- Transcript(s) from college or university;
- Résumé with work experience, educational background, extracurricular activities, and honors/awards; and
- Letter of recommendation from a faculty member or from a current or prior employer (not a relative).

We will accept applications until the position is filled. Faxed copies may be submitted but must be followed by original documents.

Submit information to:

Human Resources Manager
Office of State Treasurer
2300 N. Lincoln Boulevard, Room 217
Oklahoma City, OK 73105
Fax: 405-521-4993

APPLICANT SIGNATURE

I hereby certify that all statements made on this application are true and correct and I understand that any false statement made by me on this application and any attachments could cause me to be ineligible for the intern program or terminated from the intern program. I authorize the State Treasurer, or his designee, to investigate and verify the facts claimed by me on this application and any attachments.

Signature

Date