

The Atlantis Group Worldwide Investigative Internship Program Application

Instructions: Please type or print. You may attach additional sheets of paper when necessary.

Name: _____
(Last) (First) (Middle)

Present Address: _____
(Street) (City) (State/Zip)

Present Phone Number: () _____ Effective until: ___/___/___

School E-mail address: _____

Permanent Address: _____
(Street) (City) (State/Zip)

Permanent Phone Number: () _____

Personal E-mail address: _____

Application for (check all that apply): Fall Spring Summer of _____ (year)

How did you hear about the program?

Proposed internship dates: from: _____ to: _____

The proposed starting date MUST correspond with a SCHEDULED STARTING DATE for the program. Ending dates must either correspond with the minimum ending date or a later proposed ending date.

Do you have consistent access to a vehicle? yes no

ACADEMIC INFORMATION

Are you currently a full-time student? Yes No

College or University: _____

State: _____

Dates attended: ___/___/___ to ___/___/___ Anticipated degree date: ___/___/___

Major: _____ Overall G.P.A.: _____

In terms of credit hours earned, what will be your status during the semester that you would like to participate in the program?

- Freshman Sophomore Junior Senior Graduated
 Grad/Law Other

Will This Internship Be For Academic Credit At Your Home Institution?

- Yes No

of Credits: _____ Standard # of Credits taken per Term: _____

Department awarding credit: _____

Course title: _____

Faculty Advisor: _____

Mailing Address: _____

Phone Number: () _____ Fax Number: () _____

E-mail address: _____

Are you fluent in any language(s) other than English? If so, list below.

All information contained in this application packet is subject to verification.

Have you ever been convicted of a crime?

- No Yes (please explain on an attached sheet)

Have you ever received a citation for any serious traffic offenses including reckless driving or speeding?

- No Yes (please explain on an attached sheet, including date of offense)

QUESTION INSTRUCTIONS AND TIPS

The work of a personal investigator demands a variety of personal and academic skills. Investigators need to be persuasive while on their feet, careful listeners, tenacious followers of leads, and capable of highly creative and independent work. Our clients and their attorneys expect investigators to write with a level of detail and precision that surpasses the usual level necessary for undergraduate course work.

This application gives you a chance to demonstrate that you have these skills. The essays are evaluated on both the persuasiveness of the content and the quality of the writing. There is no need to research the answers to any of the questions; we assume that no intern candidate has been trained in these matters. Your goal should be to produce thoughtful - not necessarily "correct" - essays that express what you think and then persuasively explain why.

Directions: You must answer the two Short Essays (1-3 typed pages each). Then answer the Hypothetical question (2+ typed pages).

SHORT ESSAYS

- 1) Convince me you will be able to communicate and work with people who are different from you.
- 2) Tell me about the two most independent and creative activities that you have completed.

HYPOTHETICAL QUESTION

Fact Pattern:

Your client, Steve, suspects that his wife Susan has been unfaithful. As evidence of his suspicions, he tells you that he has found unfamiliar phone numbers on their shared cellular plan phone bill. Additionally, Susan has been spending a greater amount of time than usual out with her friends, and an out of town restaurant repeatedly shows up on her credit card statement.

Steve is concerned that if he divorces Susan without proof, he will not gain custody of their two young children. He sees Susan's behavior as unfit for both a mother and role model to their children, and is afraid of exposing his son and daughter to an environment in which Susan continues her pursuits outside of the home.

Questions:

- A) Steve admits that he has no proof that any of Susan's actions are the result of an extramarital affair. What kind of questions do you ask Steve to demonstrate his certainty?
- B) Does it make any difference in your plans for questioning Steve if he tells you that at one time he was unfaithful to Susan, and fears this may be a retaliatory act on her part? Why or why not?

C) Would it change your investigative plans if Steve and Susan had no children? Explain different steps, if any, you would take in the client interview or investigation.

WORK HISTORY

PLEASE ATTACH A CURRENT RESUME

REFERENCES

Please see the recommendation form at the back of this application packet. Although letters of recommendation are optional, it is strongly suggested that you have at least one of your recommenders complete the attached chart. If you choose to do this, please fill out the top portion of the form including the waiver and then supply it to your recommenders. If you opt to waive access to the recommendation, please be sure to have the recommender sign across the back of the envelope before returning it.

Name: _____
Please print

Daytime Phone: () _____

In what capacity have you known this reference?

Name: _____

Daytime Phone: () _____

In what capacity have you known this reference?

CERTIFICATION

I certify that I have read the Investigative Internship Program Description in its entirety. I further certify that the work I have submitted with this application is solely mine and that I have not received any direct assistance on its production. To the best of my knowledge, the information that I have provided within this application is true, correct and complete.

(Signature)

(Date)

Investigative Internship Program

RECOMMENDATION FORM

APPLICANT SECTION:

Applicant _____ College/University _____

Term(s) Applying for: _____

Do you wish to waive access to this recommendation? Yes No Signature _____

If yes, either you or your recommender should return in a sealed envelope with the recommender's signature across the back.

RECOMMENDER SECTION:

How long have you known the applicant? _____ In what capacity? _____

Would you hire this individual to assume a position in which they will be entrusted with a great deal of responsibility and seriously impact the lives of clients?

yes, without pause almost definitely probably possibly probably not definitely not

Comments: _____

Please rate the applicant in the following areas:

Maturity/Professionalism	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Motivation	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Interpersonal skills	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Problem solving skills	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Ability to grasp concepts quickly	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Ability to follow instructions	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Seriousness of purpose	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Confidence	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Exhibits initiative	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Pays attention to detail	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Organizational skills	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%
Intellectual curiosity	<input type="checkbox"/> Poor	<input type="checkbox"/> Below Average	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Very Good	<input type="checkbox"/> Excellent	<input type="checkbox"/> Top 1%

FEEL FREE TO ATTACH ADDITIONAL INFORMATION THAT YOU FEEL WILL BE HELPFUL IN OUR ASSESSMENT OF THE APPLICANT.

Recommender Name/Title: _____

Mailing address: _____

Phone: _____ E-mail address: _____

Signature: _____ Date: _____

Investigative Internship Program

RECOMMENDATION FORM

APPLICANT SECTION:

Applicant _____ College/University _____

Term(s) Applying for: _____

Do you wish to waive access to this recommendation? Yes No **Signature** _____

If yes, either you or your recommender should return in a sealed envelope with the recommender's signature across the back.

RECOMMENDER SECTION:

How long have you known the applicant? _____ In what capacity? _____

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yes, without pause almost definitely probably possibly probably not definitely not

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FEEL FREE TO ATTACH ADDITIONAL INFORMATION THAT YOU FEEL WILL BE HELPFUL IN OUR ASSESSMENT OF THE APPLICANT.

Recommender Name/Title: _____

Mailing address: _____

Phone: _____ **E-mail address:** _____

Signature: _____ **Date:** _____

MAILING ADDRESS and PHONE NUMBERS

Christopher A. DeMato, Internship Director
The Atlantis Group Worldwide
5440 N. Cumberland Ave., Suite 230
Chicago, IL 60656
Fax: (773) 353-0072

Notice to Applicants:

The Atlantis Group Worldwide does not discriminate on the basis of age, sex, race, color, religion or national and ethnic origin in its hiring process.