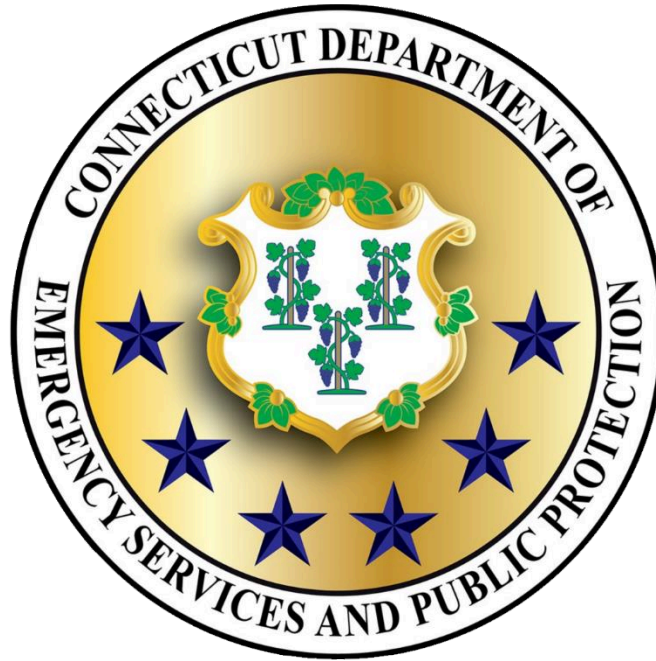


Department of Emergency Services and Public Protection (DESPP)



Student Internship Packet Information and Forms

2026

STUDENT INTERNSHIP CHECKLIST

Please review this packet before completing all parts of the application. All applications must be submitted in PDF format and combined into a single file, labeled: **Last Name, First Name – DESPP Summer Internship Application**.

Please email your completed application to curtis.eller@ct.gov.

To be completed by the student:

____: Read important dates and milestones, and review internship description (Page 3).

____: Please review and complete the Internship Application (Pages 4 - 6).

____: Please review and sign the Internship Program Acknowledgement Form (Page 7).

____: Include a curriculum vitae (CV) or resume, cover letter, and transcript.

____: Include two letters of reference: one from a current professor and one from a current or previous supervisor or manager from a place of employment, agency, or department you worked for or volunteered within.

INTERNSHIP DESCRIPTION

IMPORTANT DATES & MILESTONES:

Applications received by **April 1, 2026** will receive priority consideration. The final application deadline is **May 1, 2026**. Students selected to participate in the DESPP Summer Internship Program will be notified via email.

Please be advised that this is an unpaid internship and must be completed for academic credit through the participant's academic institution. The internship is five weeks long, running from **Monday, June 22, 2026, through Friday, July 24, 2026**.

Please note that internship positions are limited, and there is no guarantee that all applicants will receive an offer. Applicants who are not selected for this summer's cohort are welcome to reapply next summer.

Interns will have the opportunity to:

- Learn about DESPP's six divisions by participating in interactive demonstrations and field visits.
- Directly engage with professionals in public safety and other state agencies.
- Attend briefings and presentations pertaining to fiscal, legal, and legislative aspects of public safety.
- Explore their interest in law enforcement, emergency management, fire investigation, and/or forensic science.
- Maintain daily reflection journals documenting site visits, observations, and key learning outcomes.
- Analyze public safety operations, training, and community outreach initiatives across DESPP.
- Complete a capstone presentation synthesizing internship experiences and insights, delivered to DESPP leadership and community stakeholders.
- Reflect on career interests and future goals in public safety and related fields.

Qualifications / Skills:

- Currently enrolled in an undergraduate or graduate institution
- Strong desire to learn along with professional drive
- Excellent verbal and written communication skills
- Organizational skills
- Professionalism

Please email your completed application packet to curtis.eller@ct.gov.

INTERNSHIP APPLICATION FOR COLLEGE STUDENTS

PERSONAL INFORMATION

Name: _____ DOB: _____

Current Address: _____

Permanent Address: _____

Contact Phone: _____ Email Address: _____

Where do you intend to stay during your internship if accepted? _____

PRONOUNS

Check one or more options for the set(s) of pronouns you want people to use to refer to you.

he, him his she, her, hers they, them, theirs sie, hir, hers
 Other: _____

ETHNICITY/RACE

Are you Hispanic or Latino? Yes No

Regardless of your answer to the prior question, please indicate how you identify yourself. (Select one or more)

American Indian or Alaska Native Asian White Decline to State
 Native Hawaiian or Other Pacific Islander Black or African American

SCHOOL INFORMATION

College: _____

Intern Counselor/Advisor: _____ Email: _____

Major: _____ Expected Graduation Date: _____

Is an internship required for your school? Yes No

If required, how many hours are needed to fulfill the requirement? _____ hours

Overall GPA: _____ Please check one: Undergraduate or Graduate

The following items must be attached: Resume Unofficial transcript Cover Letter

QUESTIONNAIRE INFORMATION

If you need additional space, please feel free to attach a separate sheet of paper. Make sure to number the questions you are answering accordingly.

(1) Detail your experience with the position you are applying for.

(2) What courses have you taken or are you currently taking that are relevant to the DESPP Summer Internship Program? (Please list)

(3) What type of career would you like to have?

(4) What are your reasons for wanting this internship?

(5) Please provide information on any special projects, research, volunteerism that you have done in the fields that relate to the DESPP Summer Internship Program.

(6) There are a limited number of internships available at DESPP. Please tell us why you feel that you should be chosen for one of these internships.

Questions/Comments:

INTERNSHIP PROGRAM ACKNOWLEDGEMENT FORM

The Department of Emergency Services and Public Protection (DESPP) is seeking college students to participate in its Summer Internship Program. These internship positions are unpaid and are intended for students who are required by their academic institution to earn college credit through completion of an internship.

As a condition of participation, selected interns must successfully complete a background investigation, which includes state and federal criminal history checks and fingerprinting. Final selection is contingent upon satisfactory completion of the background investigation.

The purpose of the internship is to provide interns with hands-on work experience and insight into the various functions of DESPP. The internship is conducted in person at DESPP headquarters, located at 1111 Country Club Road, Middletown, CT 06457. Please fill out the attached application. If selected, the student will be contacted via e-mail to confirm placement and begin the background process.

My signature acknowledges that I am aware that my internship hours must be completed within the timeline of the DESPP summer internship program (June 22nd - July 24th, 2026).

Print Name

Date

Signature

My signature acknowledges that I am aware of the background investigation.

A typed name will substitute for a handwritten signature.