

# Conditions of Participation

Students who are selected for an internship/volunteer assignment will be required to sign an Advisement of Confidentiality Laws form, specifying that they are not allowed to communicate with any person(s), including outside law enforcement agencies, regarding any aspect of a case without first having permission from the Chief and/or Deputy Chief U.S. Pretrial Services Officer, or a Supervisory Pretrial Services Officer.

Prospective interns/volunteers must authorize U.S. Pretrial Services to conduct a criminal background investigation by signing an Authorization to Release Confidential Information form. A background investigation will be conducted by the U.S. Marshal, in conjunction with U.S. Pretrial Services, or designated personnel. The investigation will include, but not be limited to: local, state and federal criminal history records check; educational inquiries; previous employment/internship inquiries.

Intern/volunteer positions with U.S. Pretrial Services in the Central District of California are not federal employees and will be non-compensated. They will be required to sign an Acknowledgment of Gratuitous Service and Waiver form. All interview expenses, transportation, parking, housing/lodging, meals and incidentals are the sole responsibility of the student. Interns/volunteers are neither covered by, nor entitled to any federal government benefits or service credit.

# Conditions of Participation continued

Internships/volunteers will be available in four office locations within the Central District of California: Los Angeles (Headquarters); Los Angeles (Roybal-Investigations); Santa Ana; and Riverside. U.S. Pretrial Services will attempt to make every effort to accommodate branch office preferences with the prospective intern/volunteer.

Academic credits for internships are to be determined by the academic institution and the working hours will be negotiated with each perspective intern by Pretrial Services.

U.S. Pretrial Services interns/volunteers will be in direct contact with all phases of the federal judicial system, including federal law enforcement agencies, United States Attorney's Office, Federal Public Defenders, and the U.S. District Court. Interns are considered a direct reflection of U.S. Pretrial Services. Consequently, the highest standard of comportment and appearance are mandatory.