

Section III: To be Completed by Academic Advisor

Minimum J X L G H O L Q B U J U D S O X I D A W T H
Juniorstanding (completed 64 credit-hrs)
Cumulative GPA of 2.5 or higher
GPA of 3.0 in degree

Students who do not meet the requirements may F R Q W G Y W R U K H L W P R U H L Q I R U P D W L R Q

Student Name: _____

& X P X O G P A : L Y H _____ O D M R U G P A : _____

Credit Hours Completed to Date: _____

This internship is the First Second Third of the student's degree program

This internship course will count as: Major 5 H T X L U H P H Q W Major Elective Free Elective

Section IV: To be Completed by Internship Supervisor

Student agrees to work average of _____ hours/week beginning _____ until _____
(Start date) (End date)

Will the student be compensated? Yes No Rate (if applicable) \$ _____ / _____ (hour/week/month)

Job Description: Please identify specific goals of this position, and list any responsibilities that your company/agency may require.

Name and Title of Supervisor _____

Name of Company/Agency _____

Address: _____ Phone Number _____

_____ Email: _____

Continued on next page.

6 H F W L T R O C completed by Student and Internship Supervisor

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By way of the agreement, _____

DEFINITION

Internships are available and provide the opportunity for students to obtain academic credits through an out-of-classroom experience.

APPLICATION/
REGISTRATION

Applying for an internship is the joint responsibility of the student and faculty advisor with approval by the Dean of the & R O O H J H + R P \$ Q M W L E I Q G

PROCEDURES

Initially, the student states an interest and makes a specific request to his or her faculty advisor, who determines eligibility. This step should be taken at least four weeks before the semester begins. At the same time, the student must present to the Registrar an Academic Verification Form, to verify GPA and number of hours completed. Next, the faculty advisor and student meet to discuss

GUIDELINES

QUALIFICATIONS

INTERNSHIP CHECK LIST To be completed by Student

The internship application must be completed and returned to & R O O H J H R I \$ U W e f o r e e l i g i b i l i t y t o e n r o l l i n L V
internship course.

- _____ 1. Obtain internship application forms from academic advisor or Career Services Representative.
- _____ 2. Complete Section I.
- _____ 3. Consult with Academic Advisor to determine eligibility for internship course. Complete Section III.