

Internship Approval Form

▶ Instructions

- 1. This form must be completed by the student and the faculty advisor.
- 2. This form must be submitted 150 days before the start of the semester (E.g., for Fall, submit by 10/15/18).
- 3. This form is only for students who are currently enrolled in a degree program.
- 4. Be sure to submit this form to the Registrar's Office (109).

It is important to note that only one such credit will be counted toward the 120 required for graduation. If a student is currently enrolled in a degree program, this form must be submitted to the Registrar's Office (109) for approval. If a student is currently not enrolled in a degree program, this form must be submitted to the Registrar's Office (109) for approval.

▶ Student Information

Name: _____ E-mail: _____

Major: _____ Phone: _____

Home address: _____

▶ Internship Information

1. Organization/Department: _____

Position: _____ Hours per week: _____

Start date: _____ End date: _____

Supervisor: _____

Location: _____

City: _____

Name: _____

Address: _____

▶ Department and Dean Approval

Department Chair: _____

Dean: _____

Date: _____

Signature: _____