

Department of Agricultural Economics, Sociology, and Education

UNDERGRADUATE INTERNSHIP PROPOSAL FORM

Student Name: _____ ID: _____

Email: _____

Course Name/Number: _____ Section: _____ Credits: _____

Circle: FALL SPRING SUMMER Year: _____

GPA: _____

Completed major-specific requirements (please list):

The following information should be completed and typed on a separate sheet of paper and attached to this form.

- Internship firm/organization name
- Address of organization
- Internship job title
- Internship site supervisor name, email address, and phone number

Hours to be completed: _____ (each credit is worth 45 hours of work)

1. Describe the expectations for work to be completed this semester: (hours per week, for example)
2. Describe the learning objectives and internship activities
3. Describe agreed-upon criteria for student's evaluation
4. How did you find this internship?

Approved by (Faculty Supervisor) – Print Name: _____

Signature of Faculty Supervisor: _____ Date: _____

Signature of Site Supervisor: _____ Date: _____

Signature of Student: _____ Date: _____

*Please return completed form with attached documentation and signatures to 201 Armsby for scheduling. To avoid a fee, credits should be added prior to the end of the drop/add period.