INTERNSHIP ENROLLMENT FORM

NAME: [Last] [First] [M.I.] ID #: [6 digit PAWS ID]

SEMESTER: Fall _____ Spring _____ Summer _____ Year: ________

Student’s Cumulative GPA: ____ (Must be 2.5 or greater) Student’s Status _____ (Must be Junior or Senior)

COURSE ID: ______________ SECTION ID: ______________ (for Records & Registration only)

INSTRUCTOR: _______________ GRADING: Normal Letter Grades: _____ or Pass/Unsatisfactory _____

INTERNSHIP UNITS: ________ (Not to exceed 1.5 course units except in certain approved programs such as Health & Exercise Science)

Total number of registered units for this semester, including internship: ________ (May not exceed 4.5 Units)

Total number of internship units student will have completed at the end of this semester: ________ (May not exceed 3.0 Units)

Completed proposal to be submitted to: ______________________ on ____________ (mo/day/yr)

Academic Department

Full proposal documenting course of study must be filed with the Instructor.

INTERNERSHIP ORGANIZATION (Also indicate on Proposal): ____________________________

ADDRESS ____________________________

Street [City] State Zip

SUPERVISOR: ____________________________

Title Phone Email

START – END DATES OF INTERNSHIP: ____________________________

TYPE OF INTERNSHIP (Check one of the following):

_____ CREDIT ONLY or _____ CREDIT & STIPEND/SALARY HOURLY RATE ____ /hr. HOURS PER WEEK ___________

Please sign and date where indicated. All signatures must be completed before registration will be processed.

STUDENT: ____________________________ DATE: ______________

SUPERVISING FACULTY: ____________________________ DATE: ______________

DEPARTMENT CHAIR (or Designee): ____________________________ DATE: ______________

DEAN (or Designee): ____________________________ DATE: ______________

This Internship Enrollment Form must be submitted to the Office of Records & Registration at the time of registration. Registration will not be permitted if this form is incomplete and/or there are missing signatures.

Original: Records and Registration Copies: Career Services

Revised 05/04/11

Category I: _____ A: Transformative Learning Experience; _____ B: Scheduling Conflict (sr); _____ C: Credit Shortfall; _____ D: Summer

Category II: _____ E: Scheduling Conflict; _____ F: Class Level of Student