Internship Proposal Guidelines

Name:
Email:
Phone:
Major:
Class Standing:
Internship Supervisor/Institution/Agency:
Internship Location and Contact Info:
Internship Faculty Advisor:
Credit Hours Requested:
Internship Duration (#hrs/week, # of weeks):
Applying for: FALL SPRING SUMMER
   (deadline Aug 1st) (deadline Dec 1st) (deadline Apr 15th)

Internships Objectives:
   What are your objectives or purpose for participating in this internship?

Internship Description:
   Please describe the internship. How will it be set up, the type of internship,
   how a typical day might go? How will you accomplish your objectives?

Educational Benefits:
   What will you gain from this internship that you cannot gain from a
   classroom? How will this help you obtain your career goals?

Assessment:
   Please describe how your performance will be assessed/evaluated for this
   internship. If you have multiple objectives, be sure that each one can be assessed.
   Potential assessment tools: presentations, journal, written paper such as term
   paper or case study, professional exam, such as Certified Dental Assistant Exam,
   internship portfolio, or be creative and develop your own assessment tool. In
   addition the assessment will include a 5-10 minute presentation at the Internship
   Seminar.

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Student Signature              Date

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Internship Advisor Signature   Date