



PART I: To Be Completed By Student

Term/Year: [] Fall [] Spring [] Summer 20_____ Student ID Number: _____

Class Standing: [] FR [] SO [] JR [] SR [] Other Name: _____

Major 1: _____ Address: _____

Major 2: _____ Phone: _____

Internship Department: _____ Course: [] 343 [] 444 Internship I Credit Hrs: _____

Compensation: [] Paid [] Unpaid Course: [] 344 [] 445 Internship II Credit Hrs: _____

Please list previous internship academic credit: _____

Faculty Sponsor: _____ Supervisor Name: _____

Organization Name: _____ Supervisor Phone: _____

The internship is scheduled to begin on _____ and end on _____.

Write a brief internship proposal, no longer than three pages, typed and double-spaced. The proposal is to include the company/organization description, job description, learning objectives and activities, internship value and supervision of the position. Attach your proposal to this form.

PART II: To Be Completed By Faculty Sponsor

List times you will meet with student: _____

Signature: _____ Date: _____

PART III: To Be Completed By Faculty Advisor

Do you support this application? [] Yes [] No

Comments: _____

Signature: _____ Date: _____

PART IV: To Be Completed By Department Chair

Do you support this application? [] Yes [] No

Comments: _____

Signature: _____ Date: _____

PART V: To Be Completed By Dean

Do you approve this application? [] Yes [] No

NOTE: Student may not register without Dean's approval.

Comments: _____

Signature: _____ Date: _____

Signed original sent to Registrar's Office or emailed to registrar@bellarmine.edu. Copies of signed original sent or emailed to above Dean, Department Chair and Career Development (internships@bellarmine.edu).