



Graduate Internship Experience Request

Name: _____ Banner ID: A# _____

Address: _____ Phone #: _____

Academic Year: _____ Semester: _____ Course # (3 hrs): 539 _____

Online Classification (Choose One): _____

Student Major: _____ Classification: _____ GPA: _____

If the student will be working with a minor, see page 2.

Cooperating Placement Organization: _____

Address: _____ Phone #: _____

Internship Title: _____ Pay Rate: _____ Hrs./Week: _____

Please Print Clearly

Agency Supervisor: _____ Signature: _____

Immediate Supervisor (if different from above): _____

Type of Service Rendered by the Organization: _____

Internship Assignments and Objectives: (Please attach a completed syllabus that includes: 1) a description of the proposed assignment or job description, including length of time, scheduled hours, and whether the student will be entitled to wages for the time spent in the internship; 2) the student learning outcomes; 3) a bibliography [if appropriate]; and 4) the method of evaluation, including the specific assignments, assignment due dates, assignment weights, and grading scale. Any scheduling and other supplemental information to be provided to the cooperating placement organization should also be attached.)

Signature of Student*: _____ Date: _____

Supervising Professor: _____ Date: _____

Graduate Coordinator: _____ Date: _____

Department Chair: _____ Date: _____

Associate Dean: _____ Date: _____

*I have reviewed the syllabus and understand the conditions of this internship and the terms required to receive credit for this course. I understand that most organizations will conduct a background check. I understand that it is my responsibility to dress appropriately, be on time, and conduct myself with a high degree of professionalism.

Co-Curricular Services to Minors

Texas A&M University-Corpus Christi Procedure 11.99.99.C0.02 states that all university students who deliver co-curricular services to minors must first undergo a security background check.

Please answer the following questions in order to ensure compliance with university policy.

1. Will Applied Experience/Internship students be required to pass a security background check administered by the agency/organization prior to beginning work for this agency/organization?

YES NO

2. Will Applied Experience/Internship students be providing services to minors?

YES NO

Student Name: _____

Cooperating Placement Organization: _____

Agency Supervisor: _____

Signature of Agency Supervisor: _____