

Student Form
Request for Approval of Internship for Academic Credit
(Course 92 or 192)

Objectives of the Internship Program: Enable students to obtain applied learning experience which will complement and extend the traditional educational process. The experience should also aid the student in exploration of potential career opportunities and assist the student in clarifying his/her personal and educational goals.

Obligations of the **student**:

1. Submit a brief description of the proposed program including a statement of goals.
2. Demonstrate to the faculty sponsor adequate background to permit successful completion of the project.
3. Actively participate in the field experiences at a level appropriate to the unit credit requested.
4. Fulfill all contractual obligations agreed upon with the faculty sponsor.
5. Provide a copy of all 92/192 forms to the Internship & Career Center.

*****To Be Completed By the Student*****

Academic Quarter: SSI SSII F W S Year: _____ CRN#: _____

Faculty Sponsor: _____ ICC Coordinator: _____

Internship Site: _____ Site Supervisor: _____ Phone#: _____

Student Name: _____ Student ID: _____

Local Phone#: _____ Permanent Phone#: _____

E-mail: _____ Major: _____ Year in School: _____

You must have completed 90 units to enroll in the upper division 192, otherwise enroll in 92.

I am enrolling in: 92 _____ 192 _____ Units Requested: _____

Title & Description of project (in conjunction with on site supervisor describe work to be undertaken, responsibilities/duties, and other requirements):

Goals (elaborate on reasons for taking this course and/or projected outcomes of this experience):

Qualifications (list specific courses and/or experiences that enable you to complete this special project):

Student: Give Original to Faculty Department	Copy to Internship & Career Center
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Faculty Form
Request for Approval of Internship for Academic Credit
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Obligations of the **faculty** sponsor:

1. Possess expertise in the area of the proposed internship
2. Review student's adequacy of preparation for undertaking the proposed internship.
3. Evaluate the intern primarily on the basis of written work demonstrating the intellectual value of the experience
4. Require student to provide copy of the 92/192 forms to the Internship & Career Center

*****To Be Completed By the Faculty Sponsor*****

Student Name: _____ Student ID: _____

Student E-mail Address: _____

Course Identification:

	92	192					
Department	Circle one	Section	Units	Quarters	Year	CRN	

Requirements: In addition to experience check all that apply:

Library Research
 Lab Notebook
 Diary, journal, or log
 Final paper

A brief descriptive statement of the credit assignment:

Remind students that 90 units are required for upper division credit, and that he/she should complete a **transcript notation** form available from the internship & Career Center, South Hall (<http://iccweb.ucdavis.edu/>).

Transcript Notation: Completion of transcript notation requirements assists the Internship & Career Center in assuring the quality of its offerings and provides the students with a descriptive listing of his/her internship on their transcript.

Signature of Faculty Sponsor

Date

Print name of Faculty Sponsor

Student: Give Original to Faculty Department	Copy to Internship & Career Center
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Site Supervisor Form

Intern Evaluation Form

*****To Be Completed By the Job Site Supervisor*****

Student Name: _____ Date: _____

Length of Assignment (dates): _____

Faculty Sponsor: _____ Faculty E-mail: _____

Relations with Others:

- _____ Exceptionally well accepted
- _____ Works well with others
- _____ Gets along satisfactorily
- _____ Has some difficulty working with others
- _____ Works poorly with others

Attitude:

- _____ Outstanding enthusiasm
- _____ Very interested and industrious
- _____ Average in diligence and interest
- _____ Somewhat indifferent
- _____ Definitely not interested

Judgment:

- _____ Exceptionally mature
- _____ Above average in decision making
- _____ Usually makes the right decision
- _____ Often uses poor judgment
- _____ Consistently uses poor judgment

Dependability:

- _____ Completely dependable
- _____ Above average dependability
- _____ Usually dependable
- _____ Sometimes neglectful or careless
- _____ Unreliable

Ability to Learn:

- _____ Learns very quickly
- _____ Learns readily
- _____ Average in learning
- _____ Rather slow to learn
- _____ Very slow to learn

Quality of Work:

- _____ Excellent
- _____ Very good
- _____ Average
- _____ Below average
- _____ Very poor

Attendance:

- _____ Regular
- _____ Irregular

Punctuality:

- _____ Regular
- _____ Irregular

Overall Rating: _____ Excellent _____ Very good _____ Average _____ Below average _____ Poor

Brief description of the internship assignment:

Comments (use other side if necessary):

Site Supervisor's printed name and title

Signature

Phone: _____

Site Name: _____

Address: _____

Student: Give Original to Faculty Department Copy to Internship & Career Center
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