

### Internship Learning Agreement

#### ENGCMP 1900, ENGWRT 1900, ENGFML 1930, ENGLIT 1907

Return completed form to appropriate program representative (see Internship Guidelines) to register for course.

**Semester of Internship:** Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Dates of Internship \_\_\_\_\_ Hours per Week \_\_\_\_\_ Credits \_\_\_\_\_

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#### Student Information

Student's Name \_\_\_\_\_ PeopleSoft Id # \_\_\_\_\_ Exp. Graduation Date \_\_\_\_\_

Total Credits Earned Toward Graduation \_\_\_\_\_ Major \_\_\_\_\_ QPA \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Permanent Address \_\_\_\_\_

I have read and agree to abide by the Department of English and Film Studies Program Internship Requirements (see attached).

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

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#### Internship Site Information

Company/Organization Name \_\_\_\_\_

Department \_\_\_\_\_

Site Supervisor's Name and Title (Please Print) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**Describe the responsibilities of the intern and what he/she will learn. You may attach a separate sheet if you prefer.**

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**Describe how you will supervise and evaluate the intern. How often will this be done? Note: A midterm and a final evaluation will be sent to be completed by the site supervisor during the intern's placement.**

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I have read and agree to abide by the Department of English and Film Studies Program Internship Requirements.

Site Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

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### Academic Information

Here are the requirements for the academic component of the internship. All interns are required to submit journal entries and a final project according to a schedule agreed upon with the faculty sponsor. For more detailed descriptions of these requirements, see the Department of English and Film Studies Program internship requirements.

ENGCMP 1900, ENGVRT 1900

\*Internship may be taken for 1-3 credits

Work at least 10-15 hours per week

Spend at least 50% of the time writing/writing related tasks

Use good critical reading, thinking, and writing skills

Develop career search materials

Attend regular meetings of the class or contact with faculty sponsor

ENGFLM 1930

\*Internship may be taken for 1-3 credits

1 credit for +- 40 hours on site per term

2 credits for +-80 hours on site per term

3 credits for +-120 hours on site per term

(Academic work also varies by credits taken)

Attend regular meetings or contact with a faculty sponsor

ENGLIT 1907

\*Internship may be taken for 1-3 credits

Work at least 10-15 hours per week

Use good critical reading, thinking, and organizational skills

Attend regular meetings with faculty sponsor

Internship Academic Supervisor \_\_\_\_\_ Date \_\_\_\_\_

\*In order for an internship to satisfy an elective requirement for a Writing, Literature, or Film major, the internship must be taken for 3 credits. The internship course (ENGVRT 1900 or ENGCMP 1900) can only be taken for 3 credits.