



A&S 3710 - CAS Internship Credit Application

Directed practicum or internship experience in a professional work setting. Students must have an approved internship that will provide experience beyond that available in the classroom. Students produce written analyses of their work and learning under the guidance of the instructor and internship site supervisor. For use in special circumstances when a departmental internship course is not applicable. Offered for variable credit, 1-9 credit hours, maximum of 9 credit hours. Prerequisite(s): Consent of instructor.

Application for Enrollment

Section 1: General Information

Full Name: _____ Student ID #: _____

Local Phone: _____ Home/Summer Phone: _____

Current Address: _____

Permanent Address: _____

E-Mail Address: _____

College: _____ Major: _____ Minor/Option: _____

Classification: _____ Expected Graduation: _____

Section 2: Internship Plans

Where will you be working? You must attach a confirmation letter from the agency.

Paid or Non-Paid internship? _____

Period of Internship: _____ to _____
month/year month/year

PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION:

1. A letter from the agency or business where you will perform your internship which must include time period of your internship, name and contact information of on site internship supervisor and areas of responsibility.
2. Sponsoring contract from a CAS professor indicating their agreement to sponsor you, number of credit hours for the internship, a listing of assignments and due dates, grading scale and completion date of internship.

Note: You will also need to work with your faculty sponsor and internship site supervisor to develop learning objectives for the internship. These must be submitted to CAS Career services by no later than the end of your first week of the internship.

By signing this form, you affirm that all information is correct and you understand that providing false or misleading information will jeopardize your application. Further, by signing below you consent to allow OSU to publicize your participation by using any of your quotations and pictures concerning your internship in various media.

SIGNATURE _____ DATE _____