SSW 854:  DOCTORAL INTERNSHIP REQUEST FORM

To enroll in SSW 854, the student must prepare a summary proposal outlining the internship. This statement must indicate the learning objectives for the internship, the nature and scope of the internship, and the products or assignments that are to be completed during the internship. It is expected that the internship will occur during regularly scheduled semesters. If any special or unusual time schedule will be followed during the internship, this should be noted in the proposal.

This form must be signed by the faculty internship supervisor, the student’s academic advisor, and the Ph.D. Program Chair. The summary proposal must be attached. The student must submit four copies of the signed form and the attached proposal to the Ph.D. Program Office. One copy is to be retained by the student, one is given to the faculty supervisor, one is given to the advisor, and one is placed in the student’s official folder.

The form must be completed on or before the date listed in the University Academic Calendar for adding semester courses. Students are not permitted to enroll after the posted deadline.

Student Name: ____________________________________________________________

Student ID: ______________________________________________________________

Semester and Year: _______________________  Class Number: __________________

Faculty Member Supervising Internship: _______________________________________

Type of Internship (Teaching, Research): _______________________________________

Attach Summary of Proposal

___________________________________________________________________________

Faculty Signature & Date

Advisor Signature & Date

___________________________________________________________________________

Ph.D. Program Chair Signature

Date

Revised 11/2006