Application for Internship Course Credit

Student Name: ____________________  GU ID: ____________________

Advisor: ____________________  Date: ____________________

Students may earn one degree credit on a pass/fail only for up to two off-campus internships: one during the school year, and one during the summer. An internship for credit must involve substantial research and writing responsibility in a clearly-defined project or activity. The internship must be at least three months in duration, 15 hours a week, with papers or memos amounting to roughly 10 pages.

Please provide the following information:

Organization offering the internship:
______________________________________________________________________________

Internship’s responsibilities and duties, including written work-product (paper, memos, etc.):
______________________________________________________________________________

Name, title, and phone number of the intern supervisor:
___________________________________________________

Note:
• Students may not receive academic credit retroactively for an internship.
• On the last day of semester classes, the student is responsible for submitting to the Director of Graduate Studies a ten-page paper that either outlines or is a product of the work you performed during the internship.
  o Failure to submit all of these materials by the last day of classes will result in an F grade.
• In addition to the Internship Application, students must also submit a completed GSAS Tutorial Request Form that includes details about the internship and the work to be performed.
• For International Students only: you are required to submit to OGS a copy of your Internship Tutorial paperwork that has been signed/approved by the Graduate School with your CPT application.

Approvals

Director of Studies (sign and date): ________________________________