

Marietta College Academic Internship Registration Form

This form **MUST** be submitted to the Records Office **NO LATER** than the end of the Add period for the semester in which the internship takes place. For internships beginning after the add period ends, the form is due within one week of the start date.

Student Information

Last Name: _____ First Name: _____ Email: _____

ID#: _____ Major(s): _____ Class Level: _____

How did you find this Internship Opportunity? Career Center Family/Friend Faculty Referral

Internship Information

Prefix: _____ Semester: _____ Credits: _____

Course Level: 197 (FR-Level) 297 (SO-Level) 397 (JR-Level) 497 (SR-Level) 597 (GR-Level)

Student Status: Full-Time CE Grad International Grade Type: Letter S/U

Semester in which the internship will take place: Fall Spring Summer

Compensation: Paid Unpaid

Reflection Component: Oral Presentation Written Report Journal Other: _____

Start Date: _____ End Date: _____ Hours per Week: _____ Min. Hours: _____

ATTACH A SEPARATE DOCUMENT WITH: JOB DESCRIPTION (Expected responsibilities, tasks, projects);

GOALS & OBJECTIVES (Skills/experiences to be gained that will contribute to your personal and career goals);

ACADEMIC CONNECTIONS (How will the experience enhance what you have learned in classes at MC)

Employer Information

Organization/Company Name: _____

Site Location (U.S. State or Country): _____

Site Supervisor's Name: _____ Title: _____

Email: _____ Telephone: _____

Signatures

Student: _____ Date: _____

Instructor: _____ Date: _____

Dept. Chair: _____ Date: _____

Registrar: _____ Date: _____

Education Abroad*: _____ Date: _____