**DIGITAL SCIENCES INTERNSHIP FORM**

Please fill out the information below, sign and attach a copy of the offer letter/email to the form. Your internship request will be considered when all materials are received. You will be notified when you can add the course to your schedule upon approval.

Date Requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Concentration \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student**[**Kent.Edu**](http://kent.edu/)**Email:\_\_\_\_\_\_\_\_\_**

**Student Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Course:** DSCI 49992\_\_\_\_\_ (undergraduate) or DSCI 69992 \_\_\_\_\_\_\_\_ (graduate)

**Semester Requested:** Spring \_\_\_ Summer 2 \_\_\_ Summer 3\_\_\_ Fall \_\_\_\_

**Number of Credit Hours Requested: \_\_\_\_\_\_** (1 hour = 45 hours of on-the-job work experience – Degree maximum of 6)

**Company Name:**

**Company Address:**

**Supervisor:**

**Supervisor's Phone & Email:**

**Job Title:**

**Dates for Internship:**

**Hours per Week:**

**Description of Company's Internship Program (if there is a formal program):**

**Description of Job Duties:**

**Explain how this job will be a "work experience with educational outcomes, utilizing and enhancing a student's academic learning in practical occupational situations", as opposed to simply a "job".**

**ACADEMIC EXPECTIONS for DSCI Digital Sciences INTERNSHIP**

1 credit hour
- 1/2 page weekly journal describing what he or she did that week
- 3-5 page final report summarizing the experience, describing what classwork was useful in the internship, and describing what he or she learned during the internship

2-3 credit hours
- 1/2 page weekly journal describing what he or she did that week
- 5-8 page final report summarizing the experience, describing what classwork was useful in the internship, and describing what he or she learned during the internship  OR

- 15-20 minute PowerPoint presentation to me summarizing the experience, describing what classwork was useful in the internship, and describing what he or she learned during the internship

More than 3 credit hours (undergraduate students only)

TBD with faculty member

*All papers will be double-spaced and submitted in Word format.*

At the end of the internship, I will request an evaluation from the student's supervisor and then I will assign a standard letter grade.

Signatures

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job Supervisor (an offer letter or email from the company will suffice)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Member

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| **COURSE/SECTION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****TERM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE PROCESSED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ INITIALS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |