

## Compiling Information about Your Internship or Research Project

- Use this form to compile the expectations you and your Internship Supervisor or Research Mentor agree to.
- Keep this information so you can submit it later on the electronic application form that your Academic Advisor will provide to you after meeting with them to review the time and costs factors of this experience.

Name of Supervisor or Mentor \_\_\_\_\_ Title/Organization \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Total Hours \_\_\_\_\_ (1 credit = 30 hours)

Internship/Research Position Title \_\_\_\_\_ Paid or Volunteer \_\_\_\_\_

Location of Internship/Research \_\_\_\_\_

Describe your Internship or Research Activity in detail. What specific work/research will you be engaging in?

Describe how this work or research will contribute to your career readiness after graduation.

Identify **three or more** learning objectives. What specific skills or experience relevant to your degree program and professional goals do you hope to acquire by engaging in this Internship or Research Project?

Describe the expectations of communication between the Student and the Internship Supervisor/Research Mentor in this opportunity. For example, how often will you meet and how will you ensure the learning objectives above are being achieved throughout the experience?

**Next Step: Check in with your Academic Advisor about how to apply for experiential learning credits once you've confirmed the details above.**