

**Internship in Historical Studies
History 4860**

Complete this agreement, sign it, obtain the signatures (or attach email statements) of the faculty advisor and the site supervisor. Return the completed agreement to the History Department so that the override can be processed enabling you to enroll in the course. Please write legibly.

Semester/Year

Student Name: last/first W#

Email Address Phone Number

Students are responsible for securing their own internship, which may be paid or unpaid. They should discuss specific work responsibilities with their site supervisor. Internships that are clerical in nature, for example those requiring interns to do typing, copying, or other routine paperwork, are not acceptable for credit.

Credits for the internship will be determined by the amount of work performed. For an internship of one credit, students must complete approximately 30-40 hours at the internship including research and readings as required. The internship advisor and site supervisor will communicate to assess the student's on-site performance.

I want to register for _____ credit hour(s) CRN _____

During the enrolled semester, students must communicate with the faculty advisor by email, telephone, or in person on a regular basis. The communication should address: the work being performed, positive and negative aspects of the internship situation, and the status of projects.

Student Signature Date

Faculty Advisor Signature Date

Site Supervisor Signature Date