



Internship Placement Form

Date: _____

Student Name: _____

Student Number: _____

Home Department: _____

Degree Program: _____

Internship Supervisor's Name: _____

Research Interests (briefly): _____

Internship Host Name: _____

Address: _____

Contact Name/Position: _____

Email/Phone Number: _____

Organization Type: _____

Start Date: _____ End Date: _____

Paid/Volunteer (specify): _____

Internship Objectives (how do they fit in with your program of study and what you would like to achieve at the internship?):

Description of Work Experience (briefly describe your daily responsibilities & duties)

NOTE: This form must be completed entirely before submitting it for the Graduate Associate Director's signature. Upon completion of the internship, a written assessment of the student's performance by the internship supervisor is required in order for the student to receive credit. This should be one page or less in length and should be written on the organization's letterhead and addressed to the Graduate Student Advisor, School of the Environment. Internships are evaluated on the basis of credit/non-credit.

Student Signature/Date:

Approved by:

School of the Environment Director or Graduate Associate Director

_____ Date _____

TO BE COMPLETED AT THE END OF INTERNSHIP:

Internship Supervisor Letter Received: _____

School of the Environment Final Signature Confirming Completion of the Internship

Approved by:

School of the Environment Director or Graduate Associate Director

_____ Date _____

- Performance assessment by internship supervisor on file? Y
- Copy of completed form to home department? Y
- Copy of completed form to SGS records office? Y