

STONY BROOK UNIVERSITY
SoMAS – All Majors
488 Internship Agreement Form

A 488 course is designed to allow students to receive academic credit for a career-focused experience that does not have a major focus on research. A student must have been offered an internship and have found a SoMAS faculty sponsor before registering for academic credit. This form should be submitted with the appropriate signatures and the 1-page written document (see next page for more information) to the SoMAS Undergraduate Advisor (Melville Library, E236) no later than the end of the first week of the semester. Once permission is given in SOLAR, the student must register for academic credit.

Student name: _____ SBU ID: _____

Student email: _____

Faculty sponsor: _____

Subject (e.g. MAR, ENS, etc.): _____ Semester: _____

Credits (1 credit = 40 hours effort): _____ Section: _____

Project Title: _____

Internship Location: _____

List courses you have completed that are relevant to this internship:

What additional training, if any, must be completed in preparation for this internship? How will that training be documented and who will review the documentation?

Learning Objectives: What skills/knowledge to you hope to gain from this experience. Check all that apply; describe succinctly.

_____ Develop problem solving skills _____
_____ Work independently, setting goals _____
_____ Time management _____
_____ Work effectively with a team _____
_____ Improve knowledge of discipline/profession _____
_____ Acquire discipline-specific skills _____
_____ Other _____

Please attach a typed 1-page document that addresses the following questions. Discuss your responses with your site supervisor and faculty sponsor.

- Describe your responsibilities and time commitment. Describe the location of your internship and identify your primary supervisor.
- How do you expect this activity will contribute to your development (academic, professional, intellectual, other)?
- How do you expect to contribute to the goals of the organization or project?
- How will you record what you are doing and reflect upon what you are learning (e.g., notebooks, journal, blog, emails to academic and/or on-site supervisor or mentor, etc.)?
- How will you synthesize/present outcomes and reflect upon what you have learned (e.g., final paper of at least 2500 words, 15-minute oral presentation, etc.)?

Signature of Site Supervisor

Date

Printed Name of Site Supervisor

Department (if applicable)

Title

Email Address

Phone Number

Signature of Faculty Sponsor (if research is not at SBU) and Date

Printed name of Faculty Sponsor

Signature of Student and Date