



ROGER WILLIAMS UNIVERSITY
PETITION FOR AN INTERNSHIP COURSE

Policy

Internships provide opportunities to work within and outside the University. Directed by an external supervisor and faculty sponsors, internships are oriented toward specific career and professional development and must be academically significant. Internships include apprenticeships, senior projects, and fieldwork. Interested students should consult their dean.

All proposals for internship courses must be filed *prior* to the beginning of the semester in which the course is to be taken. Students whose petitions are approved must submit the appropriate tuition to the Bursar's Office unless this is part of their full-time course load. Students must list the internship course on an official Add/Drop form in order to receive a final grade. Neither the student nor the instructor may begin until this proposal is approved.

You should meet with your faculty sponsor who will assist you in completing this petition and by signature agree to deliver the course.

Student's Name: _____ **I.D. Number:** _____

Current Status: Sophomore Junior Senior 5th-year Arch **Most recent GPA:** _____

Semester course is to be taken: Fall Spring Winter Mini-Mester Summer I Summer II
 Summer III

Course is housed in College/School: _____ **Department:** _____

Course No.: _____ **Course Title:** _____ **Course Credits:** _____

Check all that apply: This is a course in your: Major Minor Core Concentration Electives

Total Number of Credits previously earned in Non-Classroom courses: _____

Faculty Sponsor's Name: _____

Attach the following: 1) a detailed description of the purpose of this internship; 2) detailed information about the site of the internship and its value; 3) a resume from the site supervisor; 4) how often will you meet with this student and for how long; 5) how often will the site supervisor meet directly with the student; 6) requirements of this internship; and, 7) explain how the student's work will be evaluated and documented.

Faculty Sponsor's Signature: _____

Dean's Signature: _____ Approved Denied **Date:** _____

cc: Registrar
Dean
Student