

## STPEC Internship Contract & Registration Form

*Complete one form per placement. To register for the internship in the STPEC office, talk to Deborah – no form is required.*

**STUDENT INFORMATION:**

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Class Year \_\_\_\_\_ Phone \_\_\_\_\_  
 Email \_\_\_\_\_  
 Student ID # \_\_\_\_\_

**PLACEMENT INFORMATION:**

Organization \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 On-site Supervisor \_\_\_\_\_  
 Supervisor's Phone \_\_\_\_\_  
 Supervisor's Email \_\_\_\_\_

**COURSE INFORMATION:** Select the appropriate course number and complete the non-shaded portion of that row. For elective credit (298Y and 398Y), you must complete 40 internship hours per credit. For the internship requirement (498Y), you must complete a total of 100 internship hours for 3 credits and at least 40 additional hours for each additional credit.

	COURSE NUMBER	COURSE DESCRIPTION	CREDITS DESIRED	SEMESTER / YEAR OF ENROLLMENT	REGISTERED (For Office Use)
<input type="checkbox"/>	STPEC 298Y	Pass/Fail Elective Internship (1-15 credits)			
<input type="checkbox"/>	STPEC 398Y	Graded Elective Internship (1-15 credits)			
<input type="checkbox"/>	STPEC 498Y	STPEC Internship Requirement (3 credit min.)			

**BRIEFLY DESCRIBE THE ORGANIZATION:**

**WHAT KINDS OF WORK YOU WILL BE DOING?**

**LIST THE ANALYTICAL ISSUES YOU HOPE TO EXPLORE:**

..... *Consult with your faculty sponsor before completing the remainder of the form.* .....

**FACULTY SPONSOR INFORMATION:**

Name \_\_\_\_\_ Department \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

**ACADEMIC AGREEMENT:** What academic work will be completed for this course?

- The STPEC internship requirement final paper per program guidelines
- Assignments as described on an attached page

Signature of Faculty Sponsor \_\_\_\_\_ Date \_\_\_\_\_

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Signature of STPEC Internship Director \_\_\_\_\_ Date \_\_\_\_\_

*All three signatures are required. Changes to the contract also require signatures from all three parties.*