
Form for Adding an 92a/b Internship Course

Special Notes & Instructions:

- Students should obtain faculty permission BEFORE beginning the internship
- Students return completed form in person to the Office of the University Registrar (Kutz Hall, Room 121) prior to the add deadline at the start of the semester
- International Students must obtain signature from an ISSO Advisor

Name: _____ ID: 2 _ _ _ _ _

Brandeis Email: _____ Phone: _____

Subject: _____ Catalog #: 92A 92B Term: Fall 20__ / Spring 20__

Internship Dates: _____ to _____ # Internship Hours/Week: _____

Internship Organization/Sponsor:

Organization Address:

Internship On-site Supervisor:

(Name) (Title) (Phone) (Email)

Signatures:

Instructor (Print): _____

Instructor (Signature): _____ Date: _____

Student (Signature): _____ Date: _____

International Students Only:

International students interested in enrolling in an internship course should first be in contact with the International Students and Scholars Office (ISSO) to determine what employment authorization may be necessary for the course based on the student's visa status.

It is important to consult the ISSO as you are considering enrolling in the course so any appropriate authorization can be completed BEFORE beginning the internship. Please contact the ISSO by phone (6-3480) to set up a meeting with an ISSO Advisor.

International students must obtain the signature of an ISSO advisor below before enrolling in 92a/b course.

This area to be completed by an ISSO Advisor

CPT Required

ISSO Advisor

Signature

Date

Form for Adding an 92a/b Internship Course (continued...)

INTERNSHIP INFORMATION:

Internship job description and responsibilities:

On-site supervision details (regular meetings, how often, format, documentation, etc.)

Student learning objectives:

1) What skills or abilities do you hope to develop in this internship?

2) How are you going to learn them? (activities/resources)?

COURSE INFORMATION:

Proposed academic work, reading list, and/or required assignments:

Standards for evaluation of course work: