

CLASIC Professional Internship or Research Agreement

Student ID

Student Name

Student CU Email Address

Term/Year applying
for (Fall/Spring/Year)

Degree Pursuing

Have you completed
Internship hours before?

If yes, completed term

Industry/Faculty Supervisor
Name

CU Advisor Name

Industry/Faculty Supervisor
Email

CU Advisor Email

Describe academic goals of
the internship or research
project (for eg. learn new
area of CompLING or new
techniques and tools in a
CompLING area, apply
classroom knowledge in a
professional setting, etc.)

Describe the nature and
work of the proposed
internship or research
project.

Method of evaluation (final
paper, report, publication)

AGREEMENT: By signing this, I agree to abide by the requirements stated in the Policy and Guidelines.

Student Signature

Date

Industry or Faculty
Supervisor Signature

Date

Faculty Advisor
Signature

Date

Professional Internship/Research Project Policy and Guidelines

Introduction

Participation in a Professional Internship or Research Project is a requirement for CLASIC students to earn their degree. Participation will consist of an internship/research project agreement between a student and an industry partner or faculty member who will employ or supervise the student in a role that supports the academic goals of the internship/research project. Instructor participation will include facilitation of the final assessment of student performance as well as support for any academic-related issues that may arise during the internship/research project period.

Policies/Eligibility

1. The student is required to complete and sign the CLASIC Professional Internship or Research Project Agreement. This must be approved and signed by the industry partner/faculty member directing it and by the departmental academic advisor.
2. University policy states that only faculty members with appropriate graduate faculty appointment with the Graduate School may sponsor graduate Research Project credits.
3. (International students only) Professional Internship course credits require the student to be enrolled following the same time frame as all other courses.
4. Professional Internship course credit will be graded upon satisfactory completion of the project requirements as defined in the Professional Internship Agreement.

Restrictions

University rules do not normally allow Internship course credits to be counted as Independent Study credits, work-study or hourly pay work done in departments.

How to Enroll

The CLASIC Professional Internship/Research Project Agreement may not be completed retroactively. That is, the agreement is to be completed, signed, and approved by all parties prior to the initiation of the project, and no later than one week prior to the end of the registration period.

Fill out this form, sign, obtain all other required signatures and return this form to the Graduate Advisor. Contact the CLASIC Program Coordinator if you need to enroll in the Internship Course (international students only).