

8	On-site Supervisor Name	
9	On-site Supervisor Phone	
10	On-site Supervisor Email	
11	Proposed Start Date per offer letter	
12	Proposed End Date per offer letter	
13	Number of Weeks	
14	Total Hours/Week	
15	Paid/NonPaid Internship	

PLEASE READ:

1. A one to three page job description of the internship details and an offer letter (on official company letterhead or from an official company email with start and end dates) be included with this application
2. Please note, IUP does not provide liability coverage for students while on internship.

C	Course Information (To be completed by faculty member)	Response in this Section
1	Course/Internship Subject	Letters
2	Course/Internship Course Number	
3	Course/Internship Title	
4	Course/Internship CRN Number	
5	Course/Internship Section Number	

Internship Approval (the following signatures must be obtained in sequence)	Signature in this Section
Student Signature and Date:	
Faculty Internship Supervisor and Date	
Chairperson Signature and Date	
Completed Application, all materials, and signed forms, must be delivered at this point to Maureen Basn 301 Eberly. Student (copy to faculty) will be notified via email once they are registered for the Internship.	
Assistant Dean Signature and Date	