

PBPL398 ACADEMIC INTERNSHIP CONTRACT*

Please PRINT CLEARLY

I. STUDENT NAME _____ CLASS YEAR _____

EMAIL ADDRESS _____ MAJOR _____

TRINITY ID NUMBER _____ PHONE _____ INTERNSHIP TERM/YR _____

I agree to the terms and conditions of this Internship as described in the following sections.

STUDENT SIGNATURE DATE

II. FIELD SUPERVISOR NAME & TITLE (print) _____

ORGANIZATION _____

FULL MAILING ADDRESS _____

PHONE _____ EMAIL _____

HOURS TO BE SPENT AT PLACEMENT: *minimum of 112 hours per semester. Typically about 8-10 hours/week*

STUDENT WILL WORK DURING SCHOOL VACATION PERIODS: YES _____ NO _____

STUDENT WILL RECEIVE WAGES/STIPEND: YES _____ NO _____

INTERNSHIP WILL EARN A LETTER GRADE

III. FACULTY SPONSOR _____ CREDIT AWARDED: 1.0

Print Name

IV. THIS SECTION APPEARS ON BACK OF THIS PAGE. PLEASE FILL OUT COMPLETELY & IN DETAIL.

V. FACULTY SPONSOR APPROVAL:

This application/contract represents a reasonable program of study for the credit to be granted.

APPROVAL FOR MAJOR/MINOR CREDIT:

This student will receive 1 credit toward his/her major/minor.

PROFESSOR (signature) DATE

DEPARTMENT CHAIR (signature) DATE

VI. FIELD SUPERVISOR APPROVAL:

This application/contract represents valid learning objectives/activities for an internship at this placement.

FIELD SUPERVISOR (signature) DATE

This internship is approved for 1 course credit.

Assistant Director - Internships DATE
COURSE # PBPL398

***Academic Internships are sponsored by departments and require prior approval by the Department Chair. Credits are counted toward fulfillment of requirements for a major, minor or other academic program.**

Before completing this section, please read the entry about "Internships" in the Trinity College Handbook.

IV. DESCRIBE THE FOLLOWING AS PRECISELY AS POSSIBLE:

A. LEARNING OBJECTIVES OF INTERNSHIP (As related to your concentration in the PBPL major)

- 1. To provide students with the opportunity to apply what they have learned in the classroom to the work of an organization concerned with the making of public policy.*
- 2. To engage students in academic projects directly linked to the internship experience and their area of concentration in the major.*

B. JOB DESCRIPTION (Explain what duties and responsibilities you expect to be assigned, based upon what your Field Supervisor has told you.):

C. REQUIRED WRITTEN WORK (on a topic related to work of your organization)

As per program guidelines

- Op-ed piece*
- Policy memo*
- Annotated bibliography*

Specific topics are determined after consultation with PBPL faculty member supervising the academic portion of the internship.

D. SCHEDULE OF MEETINGS WITH FACULTY SPONSOR

To be determined in consultation with the academic supervisor.