

ENGLISH INTERNSHIP PROPOSAL

The Internship: Is an on- or off-campus training position in which students use the skills they have gained as English majors in a practical work environment as a way to enhance their employment opportunities after graduation. Interns should work approximately 10 hours a week. Examples of past organizations students have held internship positions with are, among others, Alabama Heritage, Alabama Alumni Magazine, and the Tuscaloosa Public Defender's Office.

Application Process: Students must gain prior approval and should submit application materials to the Director of Undergraduate Studies.

Prerequisites: During the semester in which the internship will be held, students should be second-semester junior or senior English majors with a 3.00 grade point average.

Name _____ CWID _____

U of AL E-Mail address _____

Position _____ Semester/Year _____

Sponsor Organization _____

Address _____

Sponsor Name _____

Sponsor Signature: _____

By signing this form, you agree to act as sponsor for the English Internship program. As part of your duties you will be asked to establish the internship responsibilities as well evaluate the student's completion of these responsibilities.

Requirements: Along with this completed form, please provide the additional documents listed below.

1) A statement of purpose.

In a paragraph or two please clearly state what it is you expect to accomplish during your internship. Additionally, in what way will skills you've developed as an English major be utilized.

2) An outline/syllabus.

This outline should include a description of what you will be doing for each of the 15 weeks that comprise a semester (remember that the weekly commitment should be about 9-10hrs).

3) A statement of evaluation.

In a paragraph or two, please clearly state how your work will be evaluated and the role your sponsor will play with respect to evaluation. What methods will be used to evaluate you? Completed proposals with additional materials should be submitted to MR 107 for approval.

Please have your sponsor sign or confirm *each* of these additional documents.

Student Signature_____Date_____

DUS Approval_____Date_____