ARTHI 192E Off Campus
Internship Proposal Application

Student Information

Date: ___________________________  PASS / NO PASS ONLY  No. of Units: ___________________________

**UNITS:** Max 4 units/quarter; 12 units total in ARTHI 192 A-E

Student Name: ___________________________  Perm Number: ___________________________

Last Name  First Name

Student Email: ___________________________

Major/Minor: ___________________________  Project Quarter: ___________________________

Museum Studies?  ☐ Yes  ☐ No

**NOTE:** Four units earned through 192D/E may be applied to the Museum Studies emphasis or minor, but otherwise may **NOT** be applied to the History of Art & Architecture major/minor.

Expected Graduation Date: ___________________________  GPA: ___________________________  (3.0 Minimum)

FACULTY SUPERVISOR: ___________________________  Email: ___________________________

INTERNSHIP Site & Address: ___________________________

INTERNSHIP SUPERVISOR: ___________________________

Phone Number: ___________________________  Email Address: ___________________________

**Proposal:** Please note the type of work and basic plan, any research involved, and basic contract.

**Minimum Requirements:**

Meet with Faculty Supervisor at the beginning of the quarter and as required

Paper: Journal on internship experience, indicating goals and number of hours worked

Work on site: 3 hours/week/unit (Total: 30 hours/quarter/unit)

Description of Duties:

Note to Internship Supervisor: Please email a brief evaluation of the intern’s work, indicating whether it was of passing quality, and total hours worked to the instructor at the end of the quarter. Thank you.

Student Signature: ___________________________

Internship Supervisor Signature: ___________________________

Faculty Internship Supervisor Signature: ___________________________

Department Chair Signature: ___________________________

For Department Use Only

Add Code: ___________________________  Date Given: ___________________________