

RHETORIC 197, Field Studies/Internship Agreement Form (1-3 units)

This course is open to Rhetoric Majors who are in good standing (3.0 GPA or Better) and who have completed a minimum of 60 units of credit. Once the agreement is signed and approved, the Undergraduate Major Advisor (UMA) will give the student the information required to register. Student must submit signed form by the 4th week of term to add this course.

Student Information

Name: _____ SID: _____

Email Address: _____ # of units completed: _____

Term/Year in which work is to be done: _____
of hours per week (or equivalent) the student will work: _____ (9 hours minimum)

How will the work described relate to your academic training:

The undersigned student agrees to complete the work requirement specified below under the direction of the supervisor. S/he will keep track of hours, exercise initiative, and will inform the supervisor if there is a question or problem in meeting these commitments.

Student's signature: _____ Date: _____

Off-Campus Work Organization Information

Name of Organization: _____ Department: _____

Address or URL: _____

Supervisor: _____ Phone: _____

Email Address: _____

Nature of Internship (list specific duties):

How will supervisor evaluate the student's work? _____

The undersigned supervisor agrees to provide at least 9-hours of work each week for the student in the field studies/internship position. S/he will set aside time to provide weekly feedback to the student and will contact the faculty sponsor to discuss the student's performance 2 weeks before the end of the semester in which the field study/internship is being done.

Supervisor's Signature: _____ Date: _____

Faculty Sponsor Information

Faculty Sponsor: _____ Phone: _____

Email Address: _____

What are the academic requirements for this internship (journal, essay, etc.)?

of units student will earn for this course (1-3): _____

The undersigned Faculty Sponsor agrees to meet periodically during the semester with above student to discuss the field study/internship work and to determine a Pass/No Pass grade for the student based on the completion of the pre-determined academic requirements and the comments of the field study supervisor.

Faculty Sponsor Signature: _____ Date: _____

Undergraduate Major Advisor (UMA) Section:

Once the agreement is signed and approved, the UMA will manually enroll the student into the course. Student must submit signed form by the 4th week of term to add this course.

Class Number: _____ # of units _____