

SES – INTERNSHIP REQUEST FORM

After you complete this form, PRINT it out and submit it to the Internship Director in your area before the deadline listed in the Internship Manual.

Undergraduate:

Graduate:

If you chose a variable credit, please choose your credit hours (1-6):

2 credits = 75 hours; 6 credits = 225 hours; 12 credits = 450 hours

Undergraduate students – If you choose SES 492 for 6 credits and will be doing 2 6-credit internships in the same semester, you need to fill out 2 of these forms.

Semester of Internship: Year

Student Name:

Bear Number:

UNC e-mail:

Phone Number:

Internship Agency Name:

Agency Address:

City

State

Zip

Agency Supervisor Name & Title:

Agency Supervisor e-mail:

Contract Person Name and Title:

Phone Number and E-Mail:

(Contract Person is person authorized to sign a legal contract at the internship agency. If your internship is with a school the Athletic Director or upper Administration must sign contract.)

Job Title & Description of Proposed Work or Coaching Activities:

Start Date:

End Date: No later than the **FRIDAY OF FINALS WEEK**

Hours per week:

Additional Paperwork? (e.g., background check, HIPPA, drug test)

FOR SES USE ONLY:

Contract Status:

Advisor Notes:

Cleared for Section:

CRN: