INTERNSHIP CONTRACT
SOC 440-01

FALL ☐   WINTER ☐   SPRING ☐

To enroll, provide: 1) An Internship Contract SIGNED by Internship Supervisor, Faculty Internship Advisor, yourself
2) A letter SIGNED by Internship Supervisor on their letterhead describing your Internship duties

Student: _____   Student ID#_____

Phone # _____ CP Email _____

Internship Organization: _____

Internship Supervisor Name & Title: _____

Internship Supervisor Signature: _____

Phone # _____ Email _____

Hours per Week: _____   Number of Units registered in F _____ W _____ S _____

Total Units to be completed: _____

NOTE: Course ID, Class Nbr, and Permission # will be provided when the Social Sciences Department has received this signed form and the brief letter from your Internship Supervisor. You will then be able to enroll in the SOC-440.

Course ID: _____   Permission #: _____

Class Nbr: _____

The Internship provides students with the opportunity to tailor an applied learning experience that contributes to their career goals. It is expected that the Internship will contribute to student professional development through the application of individually appropriate disciplinary knowledge and skills in real-world professional opportunities. Internship Guidelines are available here: https://socialsciences.calpoly.edu/students/internships/guidelines Supervisors are responsible for task assignment and supervision. Internship tasks must meaningfully contribute to student learning and professional development.

The Internship may be taken for 4 to 8 units of credit per quarter, for a total of no more than 12 units. You must select the appropriate units of enrollment on the Portal. Thirty hours of work are required for each unit of credit.

Hours Completed	90	120	150	180	210	240	270	300	330	360
Units Allowable	3	4	5	6	7	8	9	10	11	12

To receive Internship credit, students must submit the following documents upon completion of the Internship:
1) Supervisor Evaluation: http://cla.calpoly.edu/socs_suprvisr_intern.html (pdf, MSWord available under Forms)
2) Student Evaluation: http://cla.calpoly.edu/socs_suprvisr_intern.html (pdf, MSWord available under Forms)
3) A short reflection paper detailing the learning experience

Signature of Student _____   Date _____

Signature of Faculty Advisor _____   Date _____

Copies: Department, Student