THE COLLEGE OF NEW JERSEY
INTERNATIONAL STUDIES PROGRAM
INT 399: Internship in International Studies
Proposal Form

Please complete this form to apply for academic credit for an internship (INT 399). You also need to complete the Internship Enrollment Form from the Office of Records and Registration.

Please return both forms to Dr. Matthew Bender, Director of the International Studies Program (Social Sciences 214).

Part A: Student Information

Name (Last, First, Middle Initial)  
PAWS ID  
TCNJ E-mail  
Phone  
Specialization in Major  
Second Major and/or Minors  
Overall GPA  
Total Number of Units Completed  
Expected date of graduation:  

Part B: Internship Information

Internship Organization  
Name of Supervisor  
Address  
E-mail  
Phone  
Part C: Proposed Internship

Proposed Internship: In one or two paragraphs please outline what are the potential duties that you will perform during this internship and how it relates to International Studies or your specialization.

Part D: Breakdown of Course Credit

Academic credit for internships is directly related to the number of hours of experience the student gains at the internship. Furthermore, all INT interns are expected to complete a written assignment as part of their internship experience. This paper will contribute to the number of hours of experience for the intern. Internship credit may not exceed one course unit per semester.

- 50 hours of experience - .25 units
- 100 hours of experience - .5 units
- 150 hours of experience - .75 units
- 200 hours of experience – 1 unit

Summary Essay (5-7 pages) and/or a portfolio of completed work – 5 hours
Research Paper based on internship (12-15 pages) – 20 hours
Research Paper based on internship (15+ pages) – 25 hours
Other Assignment (provide description and number of hours)

Proposed number of hours for internship

Proposed number of course units
In one paragraph, please explain the tasks of the internship and how you plan to fulfill the required number of internship hours.

Part E: Student Signature

I have read and agree to carry out the responsibilities outlined above. I will report any significant changes in my work assignment and/or any problems encountered at my internship placement immediately to my supervising faculty member.

Signature of Internship Applicant