Students: This form is to verify agreement by you, the student, to the conditions governing your Summer 2021 internship. This form must be completed before you begin your internship! In order for you to be registered for Summer 2021, please return this completed form to Korryn Mozisek, Director of Integrative Learning, via email at: kmozisek@andrew.cmu.edu before June 1, 2021. If you have any questions, please reach out. Thank you.

99-412 Summer Internship Learning Outcomes
After completing the internship, students will be able to:
• Identify connections between the internship experience and academic theories to demonstrate how academic theories apply or used within professional contexts.
• Identify skills developed at the internship that are important to professional success within the discipline.
• Explain major contributions of projects worked on or completed while at the internship site.
• Analyze how their internship experience contributes to their growth within professional and academic contexts.
• Discuss the gaps in knowledge and experience to allow them to identify areas of improvement and achieve their professional goals.

By initialing in each box and signing below, I acknowledge that:

_____ The internship must be unpaid;

_____ The Internship Sponsor (herein referred to as employer) must complete an internship verification form. It must be returned to the attention of the Korryn Mozisek via email BEFORE the internship begins;

_____ The internship is designed as a 1.0 unit, pass/no pass grade option, for elective credit only;

_____ Registration for the summer internship course (99-412A) is required. After both internship verification forms are received from student and employer, Korryn Mozisek, will determine if my proposed internship is eligible. If it is approved, the Internship Coordinator will then register me for 99-412A (students cannot register themselves);

_____ I WILL BE BILLED TUITION CHARGES FOR THIS ONE-UNIT COURSE, ALTHOUGH IT IS A TUITION-FREE COURSE. A CREDIT WILL BE ISSUED TO OFFSET THE BILLED AMOUNT TO MY STUDENT ACCOUNT. THIS INCLUDES ANY LATE FEES ASSESSED.

_____ It is normal procedure to be billed this way for the special internship course. I will not pay the bill when I receive it and will allow time for CMU Student Accounts to execute a credit to offset the charges.

_____ Content design and student evaluation will be monitored by Korryn Mozisek, as faculty sponsor, and an on-site internship supervisor;

_____ I am required to write and submit a reflection paper illustrating the educational value of my internship experience as it relates to the learning outcomes above via Canvas BEFORE August 11, 2021;

_____ Failure to turn in a satisfactory reflection paper will result in receiving a No Pass grade for the internship;

_____ Korryn Mozisek will contact my on-site supervisor to receive feedback on my individual Pass/No Pass grade. The supervisor must also complete an exit verification form to verify the internship was completed satisfactorily.
Please provide a brief explanation of the responsibilities you will be performing at your internship.

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Please provide a brief explanation as to how the duties you will be performing at your internship site relates to your major or minor studies at Carnegie Mellon. This should include an explanation as to how the internship will lead to growth in relation to your professional goals.

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Student Name: ___________________________  Andrew ID: ___________________________

Student Signature: ________________________  Date: ________________________________