

PETITION AND AUTHORIZATION FOR INTERNSHIP PROGRAM IN INDUSTRY: BME 6991

This form must be approved by the Academic Advisor. Registration in internship program will be authorized when all steps are completed.

Student's Name _____ PID# _____

Email _____ GPA _____

- Request permission to register in BME 6991 for _____ hour(s) of credit to be earned through Internship program for the term of _____.
- Study is to be completed by _____.
- Credit hours earned in this course _____ (Maximum credit allowed is 4.)

DESCRIPTION OF THIS PROGRAM

- Manner in which the course will be evaluated:
 - A midterm progress report signed by both student and supervisor. (see example on Blackboard)
 - A final report summarizing your work experience and job duties (Paper must be approved and signed by your internship supervisor and Graduate Program Chair).
 - Internship supervisor will submit letter grade to Graduate Program Chair who will assign the final grade.
 - Internship supervisor must submit completed Supervisor Evaluation form to Advisor.

INSTRUCTIONS TO STUDENTS

Requirements for Internship Program include:

- Students applying for an external internship program (one which the student identifies) should provide the necessary documentation **prior to the semester of internship** to the Academic Advisor for approval. Documents required include:
 - This Internship form.
 - Letter from the industrial contact person offering the internship to the student.
 - Description of the responsibilities involved in the internship project. (Must be BME related)
- Current BME graduate student with a minimum of 8 credits completed.
- Available for a maximum of 4 credits @ 1 credit for every 4 hours minimum of work.

****Please Note:** WSU Faculty Research Projects are excluded from the Internship Program.

APPROVAL

Advisor _____ Date _____

Graduate Program Chair _____ Date _____

Please note: Your performance in the internship reflects on the BME Department. Please conduct yourself accordingly and encourage the company to hire future interns from WSU