



**CASC 394i – Special Internship**

Fall, Spring, Summer terms

0.5 credits

Pass/Fail

**CASC 394i-SPECIAL INTERNSHIP LEARNING AGREEMENT**

**Instructions:** Please complete the below fields and questions, save to your device and bring an electronic copy with you to your appointment in the Greene Center (either bring device with you to appointment or email copy to advisor in advance). The Career Advisor will review the document and assist you with any needed changes. Once approved, both you and the Career Advisor will sign the agreement and a scanned copy will be emailed back to you.

**Student Information:**

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Class Yr: \_\_\_\_\_ Major: \_\_\_\_\_

Registration period: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer

Applying for CPT: \_\_\_\_\_ Yes \_\_\_\_\_ No

**Internship Information:**

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Will you be working remotely: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Hybrid (both remote and in person)

If you will be working remotely, please list the address that you will be working from:

\_\_\_\_\_

Internship Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Hours/week: \_\_\_\_\_

Compensation: Will you receive compensation (payment, stipend, services) for the internship?

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Supervisor Information:**

Internship Supervisor Name: \_\_\_\_\_

Supervisor Title: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_

Supervisor Phone: \_\_\_\_\_

**Continue on to Page 2.**

**Learning Goals and Objectives:**

The following set of goals and learning objectives developed by the student and the career adviser are used as guidelines for determining whether the requirements of the internship have been met.

**Related Courses** (What course(s) have you taken, or plan to take that relate directly to this internship? Explain how they are related):

**Activities** (What duties will you perform in your internship?):

**Learning Objectives** (What do you intend to learn during the internship?):

**Evaluation** (How will you know if you have achieved these objectives?):

**Acknowledgement**

Failure to complete any of the requirements outlined above will prevent me from receiving University of Rochester credit and result in a failing (F) grade on my permanent transcript (for international students, a failing (F) grade will make me ineligible for future CPT authorizations). Successful completion of all stated assignments will result in a passing (P) grade.

Please upload the following documents into Blackboard:

- \_\_\_\_\_ Internship Readiness Assignment
- \_\_\_\_\_ Final Reflection Submitted by \_\_\_\_\_
- \_\_\_\_\_ Employer Evaluation completed and uploaded by \_\_\_\_\_

**The following named student hereby enters into an internship agreement to facilitate a learning experience designed to benefit both the student and the internship employer.**

Student Name (printed): \_\_\_\_\_ Student ID #: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Career Advisor (printed): \_\_\_\_\_

Career Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_