

# Professional Internship Program

## Student Application and Advisor Approval Form

### Instructions

Please complete this form (you may do so electronically). You must secure your Faculty Advisor's/Department Internship Coordinator's approval as indicated by their signature. Your signature is required as well. This form must be submitted with your Site Agreement Form to receive permission to register for the internship course listed on this form. It is your responsibility to make certain that all concerned parties have a copy of this document.

### Student Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Campus/Local Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Main Phone Number: \_\_\_\_\_

Permanent/Home Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Permanent/Home Phone Number (with area code): \_\_\_\_\_

Campus E-mail: \_\_\_\_\_ Personal E-mail (if preferred): \_\_\_\_\_

### Internship Information

Type of Internship Sought (HR/Finance/Law, etc.): \_\_\_\_\_

Course Number and Title: \_\_\_\_\_ Is this your 1<sup>st</sup> Naz internship? \_\_\_\_\_

Year: \_\_\_\_\_ Semester: ☐ Fall ☐ Spring ☐ Summer

### Academic Information

Major: \_\_\_\_\_ Second Major/Concentration: \_\_\_\_\_

Academic Standing: ☐ Junior ☐ Senior ☐ Other \_\_\_\_\_

Nazareth GPA: \_\_\_\_\_ Number of Semesters at Nazareth: \_\_\_\_\_

If transfer, provide the name of the previous institution: \_\_\_\_\_

Do you want this experience to fulfill your Experiential Learning (EL) requirement? ☐ Yes ☐ No

### Approval for Student to Complete an Internship

Advisor's Comments: \_\_\_\_\_

☐ Approved ☐ Conditionally Approved ☐ Not Approved

Advisor's Name: \_\_\_\_\_

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Questions, concerns, or issues should be directed to:



Internship Program  
Center for Life's Work  
Nazareth University  
4245 East Avenue  
Rochester, New York 14618-3790

Office: GAC-117  
Phone: (585) 389-2878  
E-mail: [internships@naz.edu](mailto:internships@naz.edu)  
Web Site: [www.naz.edu](http://www.naz.edu)

You may also direct inquiries to your specific Department Internship Coordinator.