



**MONTREAT  
COLLEGE**  
**Internship Registration Form**

**Student Name:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_

1. Internship to be performed during:  Fall  Spring  Summer
2. Indicate the internship in which you wish to enroll and fill in the number of credit hours where needed:
 

<input type="radio"/> BS 441 (3 hrs)	<input type="radio"/> GE 341 (3-6 hrs) _____	<input type="radio"/> MS 451 (2 hrs)
<input type="radio"/> CC 241 (1-3 hrs) _____	<input type="radio"/> GE 441 (3-12 hrs) _____	<input type="radio"/> OE 441 (3 hrs)
<input type="radio"/> ES 440 (3 hrs)	<input type="radio"/> HU 441 (3 hrs)	<input type="radio"/> PE 341 (3-6 hrs) _____
3. General description of the intended internship (attach extra sheets if necessary):
  
4. Company/Organization name: \_\_\_\_\_
5. Supervisor's name/phone: \_\_\_\_\_
6. Dates you will be performing the internship: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_
7. Faculty member responsible for evaluating the internship: \_\_\_\_\_
8. Internship approval: \_\_\_\_\_

signature of department head or faculty internship coordinator

**Student Responsibilities:**

- You must be registered for a summer internship by the last day of the spring term.
- Grades for summer internships are due by the end of the third week of September (actual dates will vary by year). Grades for fall and spring internships are due at the end of the term. This means you will need to complete the internship during the term of registration. For example, you may not complete a summer internship during the fall semester—it must be completed by the end of August.

I have read and understand the above responsibilities.

9. Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_
10. If you are registering for a summer internship, please provide your summer address and phone number: \_\_\_\_\_

<p><b>For Office Use Only:</b>          Internship Registration: _____  <div style="text-align: right;">Registrar's Office Signature</div>         Date of registration: ___/___/___</p>
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White-Registrar's Office; Yellow- Faculty Sponsor; Pink-Student