

Date Received _____

Virginia Tech English Department
REQUEST TO INTERN

Submit the completed form to Shanks 329 in hard copy form or as an e-mail attachment as early as possible before the semester you plan to intern.

Student Name _____ ID# _____

Local Address _____ ZIP Code _____ Phone# _____

E-Mail Address _____

Number of hours completed by the beginning of internship: _____ in English: _____

My overall GPA is _____ in-major _____

I request credit for the internship during (circle one):

Fall Spring Summer I Summer 2 Year: _____

Briefly describe what type of internship you feel would best suit your qualifications or identify internships that interest you:

Advisor's name _____ Email address _____ Office phone number _____

Student's signature _____

(continued on next page)

Below or on an attached list, show all English courses completed or in progress, along with grades where applicable. For courses currently being taken, fill in term and year under Grade column. If necessary, continue on another sheet.

Course #

Course Name

Grade Received