



EMORY  
COLLEGE  
OF ARTS AND  
SCIENCES

## Office for Undergraduate Education

### Emory College of Arts and Sciences Application for Non-Academic Summer Internship Credit Summer 2015

Emory College students are eligible to receive an academic summer internship credit. This one-hour S/U credit will count towards the hours needed to graduate from Emory College, but it will appear on your transcript and fulfill federal labor requirements. Emory charges tuition for this academic credit, but the net cost to currently enrolled College students will be only \$50.

Emory College students must meet the following criteria to participate in this course:

1. Be an Emory College or Oxford College student in good academic standing. Students in other Emory schools are not eligible to participate. Students who have graduated are not eligible. Students on academic probation are not eligible.
2. Secure an internship and work 20 hours/week for 6 weeks, 40 hours/week for 3 weeks, or an equivalent period of time. Your supervisor must provide a letter of evaluation at the end of the summer confirming that you successfully completed the internship. A parent or other member of your immediate family is not an eligible supervisor for this course.
3. Provide a check or money order to cover the \$50 internship fee.
4. Submit Student Statement of Intent, Application and payment in Office for Undergraduate Education, 300 White Hall.

Fill out this application and return it ([with Statement of Intent](#)) to the Office for Undergraduate Education in White Hall 300 in order to receive credit for an internship completed during the summer. After your Statement of Intent and application are reviewed and approved, you will receive a copy of the letter sent to your internship supervisor.

The Emory College academic internship credit is designed for use during the summer term only. If you would like to earn credit for an internship during the fall or spring semester you should pursue academic credit through a department.

Student Information ( <i>please print</i> ):			
Full Legal Name			Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
Last Name	First Name	Middle Initial	
Emory ID	Email Address	Cell Phone	
Internship Company/Organization			
Internship Address			
Street		City	State Zip Code
Internship Supervisor		Supervisor Email Address	
Supervisor Contact Phone		Supervisor Fax Number	

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

Return completed [Statement of Intent](#) and [Application](#) with \$50.00 payment to:

Emory College of Arts and Sciences  
Office for Undergraduate Education  
Attn: Ms. Brenda Nix  
White Hall 300, 301 Dowman Drive  
Atlanta, GA 30322

**Statement of Intent (no more than 500 words)**

***Summer 2015***

The Internship experience is designed to build on your experiences at Emory. It may be in your field of study or may be linked to your academic and career goals in other ways. Please complete this Statement of Intent to outline the service or work experience in which you will participate during the summer and submit this with your Application. You should clearly identify your goals and anticipated accomplishments through the Internship. This statement will be shared with your internship supervisor. Incomplete submissions will not be processed.

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Full Legal Name of Student

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Last

First

Middle Name or Initial

Name of Summer Supervisor \_\_\_\_\_

Name of Company \_\_\_\_\_