



**The Goodwin-Niering Center for
Conservation Biology and Environmental Studies**

Internship Learning Agreement

Student Name: _____ Tel: _____ E-mail: _____

Address and Telephone During Internship: _____

Internship Sponsor Name: _____ Title: _____ Tel: _____

Internship Organization Name: _____

Address: _____

Start Date: _____ End Date: _____

Submit the following documents with this agreement:

1. Internship cover letter
2. Resume
3. Transcript
4. Two-page, double-spaced description of your proposed internship covering the following topics:
 - Internship organization (Provide a brief overview of its structure and mission. If located abroad, explain why the equivalent opportunity is not available in the US.)
 - Job description (Include your role, responsibilities, and projects.)
 - Learning Objectives (What specifically do you intend to learn through this experience?)
 - Learning Activities (Describe how your internship activities will enable you to meet your learning objectives and prepare you for your senior year individual or honors study. If in a foreign language setting, explain how your language skills will be adequate for you to participate fully.)
 - Supervision (What kind of supervision will you receive? Who will instruct/guide you?)
 - Charting your progress (How will you measure the achievement of your objectives as you proceed?)
5. Senior integrative project proposal with cover sheet signed by advisor.

I understand that if I do not complete the internship, I will be required to refund any funds awarded to me. I also understand that I must submit an internship reflection paper and questionnaire at the end of the summer.

Student Signature: _____ Date: _____

Individual/Honors Study Advisor Signature: _____ Date: _____

Associate Director Signature: _____ Date: _____

Return to: Diana Whitelaw, Associate Director, Room 109 Olin, or Box 5293