WRIGHT STATE UNIVERSITY
College of Engineering and Computer Science

Technical Elective Application Form

Registration deadline for Internship as Technical Elective is the first Friday of the semester.

STUDENT INFORMATION

Internship Term: Summer ☐ Fall ☐ Spring ☐ 20 _____

Student Status: ☐ Junior ☐ Senior

Student UID _____

Anticipated Graduation Sem/Yr _____

Last Name _____

Major _____

First Name _____

Overall GPA _____

Initial below:

☐ **I agree** to complete a minimum of 450 hours of internship for three technical elective credits.

Company Name _____

Name of Supervisor _____

☐ **I agree** to provide financial documentation to demonstrate total hours worked and total compensation by the end of the academic term.

Supervisor's E-mail _____

☐ **I have** attached a position description to this application.

Supervisor's Phone _____

☐ **I have** completed the Intern Agreement Form through the Brandeberry Career Development Center, http://cecs.wright.edu/careers/students/guidelines

Student's Name (Printed) _____ **Student's Signature** _____ **Date** _____

DEPARTMENT APPROVAL

I agree that **BME / ISE 3940 / 4940** (circle one) will count as technical elective credit for:

_____ (name) during **Fall / Spring / Summer** (circle one) **20** _____ .

Anticipated number of hours/week student will work: _____

Number of Credit Hours expected to be earned: _____

Department Representative Name (Printed) _____ **Department Representative Signature** _____ **Date** _____

FACULTY INTERNSHIP ADVISOR

By signing this statement, **I agree** to accept the following responsibilities related to my participation as the faculty internship advisor for

_____ (student name) during _____ (semester/year).

- Accessible to student during the internship term
- Capable and committed to supporting the student in their workplace experience (quality oversight, not logistics)
- Evaluate and support the student in developing their semester-long learning objectives and assess the work of the student through:
- Review learning objectives at the beginning of the semester
- Optional mid-term site visit
- Review end of semester performance appraisals
- Conduct brief (10 minute) exit interview with student at the end of the semester

Optional Site Visit: Under the discretion of the department chair, mileage and additional compensation will be available for site visits conducted within a 100-mile radius of Wright State University Dayton Campus.

Please check one: ☐ **Yes**, I will participate in a mid-term site visit

☐ **No**, I will not participate in a mid-term site visit

Faculty Advisor Name (Printed) _____ **Faculty Advisor Signature** _____ **Date** _____

Copy to BCDC and academic advisor: _____ (date) _____ (initials)