



PART A1 – STUDENT INFORMATION

Student name _____ ID #: _____ Cell # _____
Last First

Email _____ Major _____ Graduation (ex. May 2020): _____

How did you find this internship/volunteer/shadow position? International/Experiential Education Career Services/Handshake
 Networking Website: _____ NYIT professor/staff: _____

PART A2: - STUDENT LEARNING

OBJECTIVE(S): What will you accomplish by the end of your internship (see handout for examples)? _____

Select the TOP THREE (3) transferable/civic skills you would like to develop this semester in this internship/volunteer/shadow position:

- Critical Thinking / Problem Solving
- Verbal Communication
- Technology
- Research
- Adaptability
- Intercultural Communication
- Leadership
- Time Management
- Written Communication
- Intergenerational Communication
- Organization/Planning
- Flexibility

I have met with an Experiential Education advisor to discuss learning objectives, safety, ethics, employee citizenship and the ICP itself. I consent to respond in a timely manner to NYIT, attend ICP reflection and complete a student evaluation at the end of the semester:

Student Signature _____ Date _____

PART B1 – SUPERVISOR INFORMATION

Company Name _____

Company Address _____ City _____ State _____ Zip _____

Supervisor's Name _____ Title _____

Supervisor's Phone _____ Email _____
(to send 2 3-minute online evaluations)

PART B2 – INTERNSHIP/VOLUNTEER POSITION INFORMATION

Internship/Volunteer Position Title _____ ***** JOB DESCRIPTION MUST BE ATTACHED*****

Start Date (mm/dd/yy): _____ Estimated End Date (mm/dd/yy): _____ Average Hours per Week: _____

Method of Compensation:

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Hourly:
\$ _____ per hour | <input type="checkbox"/> Stipend:
\$ _____ per <input type="checkbox"/> mo <input type="checkbox"/> wk <input type="checkbox"/> day | <input type="checkbox"/> Travel Reimbursement:
\$ _____ per _____ | <input type="checkbox"/> Other:
_____ |
|---|--|--|--|

I have read fully, understand and agree to uphold the requirements of NYIT's Employer Policy (http://nyit.edu/career_services/for_employers). I am consenting to one site visit by phone or in person, and TWO short online performance evaluations (mid- and end-term):

Supervisor Signature _____ Date _____

PART C – INTERNSHIP/PRACTICUM/CAPSTONE COURSE

Course (ex. HSCI 410): _____ Credits: _____ Professor/Instructor: _____