

**GRADUATE STUDIES INTERNSHIP FORM**  
**ARTS ADMINISTRATION - FPA 9170**

Please be advised students must have a minimum grade point average of 3.0, be in good standing, and without any unresolved INC grades. Students must submit a written prospectus to a faculty member (the advisor) and receive signed approval of the faculty advisor and program director.

Name: \_\_\_\_\_ Empl. ID: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street City State Zip Code

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Credits: \_\_\_\_\_ GPA: \_\_\_\_\_ Faculty Advisor: \_\_\_\_\_ Semester: \_\_\_\_\_

Are you an international student? Yes  No

Do you have an internship offer letter? Yes  No

Name of internship organization: \_\_\_\_\_

Brief description of internship role and responsibilities:

**Faculty Advisor MUST INCLUDE Modality to Complete Registration:**

Course modality (**in-person, hybrid asynchronous or synchronous, online asynchronous or synchronous**):

**If hybrid asynchronous or synchronous or online asynchronous or synchronous, please list in-person meeting dates:**

**MUST include Approval Signatures:**

Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Program Director: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate Studies: \_\_\_\_\_ Date: \_\_\_\_\_