



HON 395 - Honors Internship Application

This application is designed to serve as a guide for both the intern and the mentor/supervisor, clearly delineating responsibilities and expectations. As such, the application should be a joint effort, written to help maximize the student's learning experience and to enhance the intern-employer relationship.

STUDENT INFORMATION

Student Name: _____ NSHE#: _____
E-mail: _____ Phone: _____
Major(s): _____ Cumulative GPA: _____

INTERNSHIP INFORMATION

Proposed semester in HON 395: Fall Spring Summer Year _____

Credits Expected to Earn Upon Satisfactory Completion of HON 395:

- 3 credits (150 hours during the semester)
- 2 credits (100 hours during the semester)
- 1 credit (50 hours during the semester)

Name of Host Organization: _____

Intern Job Title: _____

Mentor/Supervisor Name: _____

Mentor/Supervisor Job Title: _____

E-mail: _____ Phone: _____

SCHEDULING AND PREPARATION

Start date: _____ End date: _____

Orientation/Training Dates: _____

Weekly schedule, including total number of hours each week

Attire: _____

INTERNSHIP RESPONSIBILITIES

Please list specific duties the intern will have each week and/or projects the intern will work on; these duties should correlate with the job description.

LEARNING OBJECTIVES & BENEFITS FOR STUDENT

Please list what the student will know or be able to do as a result of the internship experience; in so doing, please consider the following:

- Knowledge and skills related to the student's major/discipline
- Knowledge and skills specific to the organization and industry/field
- Wording of Learning Objectives – should be specific and start with active verbs such as *analyze, apply, coordinate, create, demonstrate, develop, enhance, evaluate, increase, and gain.*

SIGNATURES

Student: As part of the course requirements, I will keep a weekly log of my internship experiences for the first half of the semester, meet with the Assistant Dean of Honors at mid-semester, and submit a 10-page reflection paper at the end of the semester describing this internship.

Student Signature: _____

Date: _____

(Initial) Mentor/Supervisor: I will ensure the student receives orientation and training for the internship. I will regularly provide feedback to the student and submit the Evaluation Form to the Honors College at the end of the semester.

(Initial) Mentor/Supervisor: I understand that UNLV and the Honors College do not carry medical or accident insurance for the student's participation in this internship program.

Mentor Signature: _____

Date: _____

FOR COLLEGE USE: Approved ____ Denied ____ Date: _____

All questions about HON 395 should be directed to Dr. Tony Terrell, Director of Advising and Recruitment, at tony.terrell@unlv.edu.