

Computer Science Graduate Program/Professional Internship Agreement

Student ID

Student Name

Student CU Email Address

Major

Term/Year applying
for (Fall/Spring/Year

Degree Pursuing

CGPA

Have you completed
Internship hours before?

If yes, completed term
& # of credits

Industry Supervisor Name

CU Supervisor Name

Industry Supervisor Email

CU Faculty Supervisor Email

Describe academic goals
of the internship (for eg.
learn new area of CS or
new techniques and tools
in a CS area, apply
classroom knowledge in a
professional setting, etc.)

Describe the nature and
work of the proposed
internship.

Method of evaluation (final
paper, report, publication)

AGREEMENT: By signing this, I agree to abide by the requirements stated above. Also, I verify that this internship does not overlap significantly with a work-study, independent study or any other paid work that I am undertaking, if any.

Student Signature

Date

**Industry Supervisor
Signature**

Date

**Faculty Supervisor
Signature**

Date

Professional Internship Policy and Guidelines

Introduction

Professional Internship is an opportunity for students to earn academic credit for internships with industry partners that have an academic component to them suitable for graduate-level work. Participation in the program will consist of an internship agreement between a student and an industry partner who will employ the student in a role that supports the academic goals of the internship. Instructor participation will include facilitation of mid-term and final assessments of student performance as well as support for any academic-related issues that may arise during the internship period.

Policies/Eligibility

1. The Department of Computer Science allows maximum 3 professional internship credits towards traditional and professional MS and PhD degrees, as long as, they meet other departmental requirements.
2. Students must have a GPA of 3.3 and above to qualify for professional internship hours.
3. The student is required to complete and sign a Professional Internship Agreement. This must be approved and signed by the faculty directing it and by the departmental coordinator.
4. University policy states that only faculty members with appropriate graduate faculty appointment with the Graduate School may sponsor graduate Professional Internship credits.
5. Professional Internship credits is to be enrolled for in the same time frame as all other courses.
6. Professional Internship credit will be graded upon satisfactory completion of the project requirements as defined in the Professional Internship Agreement.

Restrictions

University rules do not normally allow Internship credits to be counted as Independent Study credits, work-study or hourly pay work done in departments.

How to Enroll

The Professional Internship credits may not be done retroactively. That is, the agreement for Professional Internship is to be completed, signed, and approved by all parties prior to the initiation of the project, and no later than one week prior to the end of the registration period.

Fill out this form, sign, get your faculty's signature and hand this over to the Graduate Advisor to get enrolled.