

Environmental Studies Internship (ENV 450) Pre-approval Form

Prior to registering for ENV 450 credits in the Career Services office, please complete and submit this form to Dr. Alysa Remsburg (aremsburg@uwlax.edu or 4106 Centennial Hall). She will serve as your Internship Faculty Advisor.

1. Your Name, Major at UWL, and expected semester for graduation
2. External site (employer) where the work will be completed, and name of supervisor at the site
3. Job description (ideally written by or with the site supervisor)



4. Start and end dates (with anticipated weekly schedule) for completing 120 hours (for 3 credits) or 40 hours per credit
5. Description of how the internship will help you achieve **one** of the Environmental Studies Program learning goals listed below:
 - a) Integrate equity and complexity in approaching environmental problems.
 - b) Differentiate multidisciplinary approaches to environmental issues.
 - c) Reflect critically about their roles as citizens, consumers, and participants in an interconnected world.
6. List of specific learning goals (both personal and professional) that you will work on during the internship
7. Brief explanation of how the internship fits with your professional aspirations

8. Reading, research, interviews, or tours to be done in conjunction with the internship to deepen your learning experience: what do you anticipate doing to make sure you're learning new things?

9. Select and make note of a due date by which you will complete the internship hours, reflection paper, and practice interview with Dr. Remsburg. Note that for this type of independent work, you are responsible for determining and remembering your own deadline. Please look at the academic calendar for the term in which you want to receive credit, and select a due date that is at least 5 days prior to the date that grades are due for the semester.

_____ (Add your initials here): I understand that a letter grade for the internship will be based on:

- Two progress reports submitted to Career Services
- 2-3 page reflection paper that discusses your list of goals from this pre-approval form
- Professionalism of writing and practice interview conducted after the internship
- Evaluation from site supervisor, submitted to Career Services

_____ (Add your initials here): I understand that an internship requires independence and initiative. I will be responsible for remembering to turn in monthly progress reports to Career Services, and remembering to send Dr. Remsburg my reflection paper prior to the due date I selected. I will also contact Dr. Remsburg to schedule a practice interview near the end of the internship term.