COMP 293 Internship in Computer Science Contract

This course provides the student the opportunity to gain work experience in non-elementary computer science. The internship experience must be approved in advance. Acceptable internships must entail significant, substantive computer science. The student is to be registered for this course while working. The student must work at least 180 hours. The requirement for completion of the course is an email from the supervisor indicating successful completion of the internship experience.

Prerequisites: COMP 410 and COMP 411
General Education Connections: EE (E4 Field Work)
3 credits; does not count toward major. Pass/Fail.

Date of Application: ______________

Student Applicant’s Name: ________________________________________________________________

PID: _______________ Expected Graduation _______________

Email: ______________________________

Semester Requested: ________________

Prerequisites (indicate semester taken and grade): COMP 410 _______ COMP 411 _______

COMP 293 Instructor of Record: __________________________________________________________

INTERNSHIP INFORMATION

Organization __________________________________________________________________________

Work location __________________________________________________________________________

Dates of Internship _____________________________________________________________________

2-week Confirmation Due Date ______________________________________________________________________

Expected Work Assignment (what have you been told you will be doing)

Contact for questions about the internship ______________________________________________________

e-mail ______________________________

phone number _________________________

Last update: 15 July 2015
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SUPERVISOR RESPONSIBILITIES:
I understand that as the student’s supervisor, I agree to take on the following responsibilities:

- confirm that the description above is correct
- notify the Director of Undergraduate Studies of the exact nature of the internship two (2) weeks after its start
- confirm the successful completion of the internship in writing, covering both the satisfactory completion of the work and the duration of the internship
- assure that none of the information in any of these descriptions is proprietary or confidential

Supervisor ___________________________________________ Date ________________________

Name (printed) ______________________________________

STUDENT RESPONSIBILITIES:
Beyond my internship responsibilities, I understand that it is my responsibility to assure that the appropriate documentation is sent to the Director of Undergraduate Studies (DUS) and to inform the DUS if there are any changes in the specifics of the internship (such as change in duration or hours) that would invalidate this learning contract.

Student ___________________________________________ Date ________________________

DEPARTMENTAL APPROVAL:
This application for Internship coursework has been reviewed. The proposal is

☐ APPROVED AS IS
☐ REQUIRES MORE INFORMATION (provide details and return to instructor and student)

☐ NOT APPROVED (provide rationale)

________________________ ________________________
Director of Undergraduate Studies (Instructor of Record) Date

Name (printed) __________________________

Retention: This contract is to be retained for a minimum of four years.