

**WILLAMETTE UNIVERSITY
WOMEN'S AND GENDER STUDIES
INTERNSHIP APPLICATION**

This application is due before you can start your internship. Internship hours may not start prior to WGS approval of this application. No internships will be approved retroactively.

STUDENT INFORMATION

Name: _____ Anticipated Graduation _____

Address (during internship): _____

Cell Phone #: _____

E-mail Address: _____

INTERNSHIP SITE INFORMATION

Agency Name: _____

Agency Address: _____

Agency Website (if applicable): _____

Name & Title of Internship Supervisor: _____

Internship Supervisor phone #: _____

Internship Supervisor email: _____

During what Semester will you complete your internship?: _____ Fall _____ Spring

Dates at Internship Site: from _____ to _____

Number of Hours per Week at Internship Site: _____

Credit sought for internship: _____ .5 credit _____ 1 credit

PROPOSAL: Attach 2-3 pages describing the proposed internship and the specific activities that you will engage in at your internship site. In this statement, please explain your skills and WGS and related coursework that are relevant to the proposed internship. Also, describe how the proposed internship relates to your interests and coursework in WGS. Be sure you clearly articulate how the proposed internship at the agency fulfills a WGS internship specifically (as opposed to an internship in another discipline). If you lack relevant coursework, be sure to indicate this and attach summaries of at least two relevant readings that will provide a foundation for your internship. Be specific in your summaries.

GOALS FOR THE INTERNSHIP

(This form must be completed with the person who will serve as your supervisor for your internship).

A) List the three main goals the student has for completing this particular internship.

- 1.

- 2.

- 3.

B) List up to three additional goals the supervisor has for the student's internship.

- 1.

- 2.

- 3.

C) By what means will the student and supervisor measure progress toward the goals? (NOTE: It is expected that the supervisor and student will review the goals midway through the internship and will add or revise any necessary goals at that time).

Approved for Internship Agency by _____(signature) **Date:** _____

Name(print): _____ **Title:** _____ **Phone:** _____

Approved by Applicant _____(signature) **Date:** _____

An electronic copy of this signed form, the 2-3 page narrative, and reading summaries (if applicable) must be converted to a single .pdf file and forwarded to wgs-chair@willamette.edu BEFORE your internship hours will count. You will be notified by the WGS chair(s) when your internship is approved.