BMGT 398A: INDIVIDUAL STUDY IN BUSINESS AND MANAGEMENT – INTERNSHIP

Internship Information Sheet | Fall 2015

PERSONAL INFORMATION
Name: ___________________________ UID: ___________________________
Address: ___________________________
E-mail: ___________________________ Phone: ___________________________

ACADEMIC INFORMATION
Major(s): ___________________________ Campus: College Park or Shady Grove
Number of Credits Sought*:  1    2    3
*Minimum internship hours required: 45 hours (1 credit), 90 hours (2 credits), 135 hours (3 credits)
Is your employer requiring credits to participate in this internship? YES or NO

INTERNSHIP INFORMATION
Company Name: ___________________________
Company Address: ___________________________
Internship Title: ___________________________
Is this internship paid or unpaid? PAID or UNPAID  If paid, how much? ___________
Please list any other compensation/benefits included in the position: ___________________________
Brief Description of Internship: ___________________________
How did you learn of this internship? ___________________________

SUPERVISOR INFORMATION
Name: ___________________________ Title: ___________________________
Phone: ___________________________ E-mail: ___________________________

To request enrollment approval for BMGT 398a, submit this form along with your resume, unofficial transcript, and a letter verifying employment from your supervisor to Erin Fields Saddler in the Office of Career Services. These documents can be sent to Erin at esaddler@rhsmith.umd.edu or 2520 Van Munching Hall.