

# Psychology 481: Internships Proposal

Date \_\_\_\_\_

## 1. Student Information

Student's Name \_\_\_\_\_ ID# \_\_\_\_\_

Campus Box \_\_\_\_\_ Telephone # \_\_\_\_\_

Academic Advisor \_\_\_\_\_

Total Semester Hours completed in Psychology \_\_\_\_\_

Psychology hours in progress (other than proposed internship) \_\_\_\_\_

Overall GPA \_\_\_\_\_

(minimum 2.5)

Courses completed in Psychology    Professor    Grade

General Psychology

Research Methods I

Research Methods II

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 2. Internship Information

Proposed Internship Site - Agency/Institution \_\_\_\_\_

Address \_\_\_\_\_

Name of proposed on-site supervisor \_\_\_\_\_ Telephone # \_\_\_\_\_

Position of proposed on-site supervisor \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_

Hours/week \_\_\_\_\_ Total hours \_\_\_\_\_ Credit hours \_\_\_\_\_ ELR? \_\_\_\_\_

Briefly summarize what you will be doing in this internship:

What knowledge and skills would you would like to learn during this internship?

- 1.
- 2.
- 3.
- 4.

**3. Narrative**

Attach a one-to-two page typed paper describing your proposed internship. Specify how the proposed internship is relevant to your previous coursework and/or work experience and your career objectives and what you hope to learn from this experience. What will you be able to contribute to the agency or institution?

**4. Agreement between student and faculty sponsor**

Faculty Sponsor \_\_\_\_\_ Office \_\_\_\_\_ Telephone # \_\_\_\_\_

Planned contacts between student and faculty sponsor

- 1.
- 2.
- 3.
- 4.

Academic assignments	Due Date
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- 1.
- 2.
- 3.
- 4.

Basis for grading:

**5. Signatures required for approval by department**

Student \_\_\_\_\_ Date \_\_\_\_\_

Faculty Sponsor \_\_\_\_\_ Date \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_

**6. Agreement between student and on-site supervisor**

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_ Hours/week \_\_\_\_\_

**Projected Work Schedule:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Projected meetings between student and on-site supervisor:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Activities/Student Responsibilities:**

1. a. Internship Activity

b. Knowledge and/or skill learning goals related to this activity

2. a. Internship Activity

b. Knowledge and/or skill learning goals related to this activity

3. a. Internship Activity

b. Knowledge and/or skill learning goals related to this activity

4. a. Internship Activity

b. Knowledge and/or skill learning goals related to this activity

**Field Supervisor Evaluation and Feedback**  
**Department of Psychology, Elon College**

Thank you for providing this educational opportunity. In order to help us evaluate the student's performance and experience please use the rating scales below and include any comments. Please feel free to substitute any in-house form your agency may already have. When you are done, please mail this back to me at the address below. Thank you.

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Name and address of faculty sponsor

1. Punctuality:           unsatisfactory 1       2       3       4       5       highly satisfactory

comments: \_\_\_\_\_

2. Appearance           unsatisfactory 1       2       3       4       5       highly satisfactory

comments: \_\_\_\_\_

3. Appropriateness  
of interactions           unsatisfactory 1       2       3       4       5       highly satisfactory  
with clients

comments: \_\_\_\_\_

4. Appropriateness  
of interactions           unsatisfactory 1       2       3       4       5       highly satisfactory  
with other staff

comments: \_\_\_\_\_

5. Adherence to  
agency policies           unsatisfactory 1       2       3       4       5       highly satisfactory

comments: \_\_\_\_\_

6. Openness to  
supervision           unsatisfactory 1       2       3       4       5       highly satisfactory

comments: \_\_\_\_\_

7. Quality of  
reports or other  
communications           unsatisfactory 1       2       3       4       5       highly satisfactory

comments: \_\_\_\_\_

*continued*

8. What would you say were the intern's strengths?

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9. What areas do you think the intern needs to work on?

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10. Additional comments:

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**Summary of Internship Experience**  
(put this in the red notebook in Long 109)

Date \_\_\_\_\_

Student's Name \_\_\_\_\_ Phone Number (optional): \_\_\_\_\_

Internship Site - Agency/Institution \_\_\_\_\_

Address \_\_\_\_\_

On-site supervisor \_\_\_\_\_ Telephone # \_\_\_\_\_

Position of on-site supervisor \_\_\_\_\_

Starting Date \_\_\_\_\_ Ending Date \_\_\_\_\_

Hours/week \_\_\_\_\_ Total hours \_\_\_\_\_

Was the internship paid? \_\_\_\_\_

**Briefly summarize what you did in this internship:**

**What knowledge and skills did you learn during this internship?**

- 1.
- 2.
- 3.
- 4.

**What courses did you take which were relevant to this experience?**

**Additional Comments:**