UH*D*

University of Houston – Downtown
Career Services
FIELD EXPERIENCE APPLICATION

(Attach resume and UHD Grade History before submitting to professor in your academic department—see listing)

Part 1 (Student):

Last Name:_____First_____ Student ID Number: _____

Address:_____ City, State, Zip: _____

Day Telephone: _____ Evening Telephone: _____

Major: _____ Hours Completed: _____Overall GPA: _____ Graduation Date: _____

Email: _____***(all contact via email, disable junk or bulk function for email from UHD)*****

Semester: Fall _____ Spring _____ Summer_____

F-1 students must receive approval from the Coordinator of International Admissions, Suite 350 South (713) 221-8048.

Signature: _____ Date: _____

Part 2 (Agency): **POSITION DESCRIPTION**

During the _____ semester of 200__, _____ will be participating in a cooperative program between you and the University of Houston – Downtown. As the intern's direct supervisor, please provide a brief description of student duties or attach a copy of the position description:

_____ _____
Student's Position Title Department

Summary of Responsibilities:

Please check all that apply to this Field Experience:

Internship/Co-op _____ Volunteer_____ Permanent_____ Full-time _____ Part-time _____ Temporary _____
Paid _____ Unpaid _____

(Please Print or Type)

_____ _____ _____
Name of Student's Supervisor Email Address Organization

_____ _____ _____
Title Telephone Address

_____ _____ _____
Signature Fax City, State, Zip

Part 3 (Academic Department Approval): Approved:_____ Denied:_____

Signature: _____ Date:_____
Print Name and Title: Dr. Susan Henney, Social Science Internship Coordinator