

Please return to:

The Office of Academic Services

215 Peabody Administration Building
Hours: Monday-Friday 7:30am-4:30 pm

Phone: (615) 322-8400
Web: peabody.vanderbilt.edu/admin-offices/oas/index.php

Student Information (*PRINT CLEARLY; all fields required*):

Full Name: _____ **Student ID #** (*e.g. 000162030*) _____

Classification: Freshman___ Sophomore___ Junior___ Senior___

Anticipated Date of Graduation: Aug___ Dec___ May___ (year) 20___

Major: _____ **Major Track(s), if applicable:** _____

Email Address: _____@vanderbilt.edu

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This form is for the program with the Vanderbilt Center for Student Professional Development ONLY. If you are pursuing another type of internship or individual study experience, do NOT use this form. If you need additional space, attach additional pages as necessary.

In addition to this form, you will also need to submit: (1) documentation from your internship site or ISSS stating that they require you to receive academic credit and (2) your results from the required “quiz” found on the Summer Subsidy’s website.

This form is due **prior to the last day to enroll in a full-term summer course**. Please see the academic calendar for the exact date.

FYI: The course number for Peabody’s Summer Subsidy Internship is **PINX 3885**. It is not listed in YES. After the student is enrolled, they will receive a \$200 charge to their online e-bill.

Term: Summer (year)20_____

How many times have you taken the Summer Subsidy Internship?

First Time Taken___ Second Time Taken___ Third Time Taken___

Internship Information

Company Name: _____

Internship Title: _____

Internship completion date: _____

Mailing Address: _____

City, State and Zip Code: _____

Site Supervisor Name: _____

Supervisor’s Title: _____

Supervisor’s Phone: _____

Email: _____

Fax: _____

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Industry: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> Arts/Communications/Media | <input type="checkbox"/> Consulting/Management/HR/Sales |
| <input type="checkbox"/> Education/Social Services/Community Organizations | <input type="checkbox"/> Engineering/IT |
| <input type="checkbox"/> Health/Science | <input type="checkbox"/> Finance/Real Estate/Insurance |
| <input type="checkbox"/> Public Service/Govt/Law | |

Internship Description:

Description of the Scholarly Project accompanying this experience:

This project can be: a scholarly paper 5-10 pages in length; a series of journal entries summarizing the day's work and reflecting on its place with the field; or another substantive, scholarly project that your supervisor deems relevant. Your supervisor is responsible for grading this scholarly project at the conclusion of your summer experience.

Student's Name & Signature

Date

Full-time Vanderbilt Faculty's Name & Signature

Date

OAS use only:

Associate Dean for Undergraduate Students Name & Signature

Date

OAS Signature

Date