

**INTERNSHIP IN MEDICINE, HEALTH, AND SOCIETY
MHS 3880/3881 | APPLICATION FORM**

Students majoring in MHS who are at least a sophomore and have already completed 6 hours in the major, and with an overall GPA greater than 3.0 are eligible for internships in MHS. Please note that no more than 9 hours of internship credit hours are allowed by the College. *MHS and MHS-affiliated faculty can supervise internships, though students may ask for special permission to work with a faculty member not affiliated with MHS (see below).*

Name: _____ Graduation Year _____

Email: _____ Overall GPA: _____ GPA in MHS: _____

Students must complete an academic component (MHS 3881) in addition to internship labor (MHS 3880):

Requested Hours of Internship Training (MHS 3880): _____

Students are expected to work at least 5 hours a week during a semester or summer for 15 weeks (or a total of 75 hours) for each credit hour of MHS 3880. MHS 3880 is ungraded and does not count toward credit in the MHS major. It does count toward overall graduation hours.

Requested Hours of Internship Readings and Research (MHS 3881): _____

This is credit for the academic project related to the internship. Typically, students write a research paper. The recommended length of readings for the Research and Readings component in departmental internships is 250 pages per graded hour, which may include readings and research assigned by supervisors at the worksite. The written project should be at least 7 pages in length per graded hour. MHS 3881 is graded and can count toward elective credit in the MHS major. For more information, see:

<https://as.vanderbilt.edu/academics/policies/internships.php>

APPLICATION ITEMS TO ATTACH TO THIS FORM:

- Enrollment forms for MHS 3880 and MHS 3881, available at:
<http://as.vanderbilt.edu/docs/Register%20for%20Independent%20Study.pdf>
- A 1-page description of the internship training, including goals, learning outcomes, and how the internship will be structured and supervised.
- A 1-page description of the proposed academic project related to the internship.
- A clear statement of the plans you and your faculty advisor have made for regular interaction and supervision. Supervision includes regular communication with student, grading academic products, and submitting the final grades on YES. If you are proposing supervision by a non-MHS faculty member, please justify.

PROCESS

- Students must **first** make an appointment with Dean Dan Morgan (dan.morgan@vanderbilt.edu). His approval is required for all internships in the College of Arts and Science.
- All documents above must then be submitted to the MHS Program Coordinator (mhs@vanderbilt.edu) **by the last day of class the semester before** the internship is scheduled to take place.
- The MHS departmental will process the application and students will be enrolled if their application is approved.

FACULTY SUPERVISOR(S): Printed name _____ Signature _____

Email Address _____ Signature _____ Date: _____

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MHS USE ONLY

Decision: Approved/Not Approved (circle) Name _____ Date: _____

Student contacted with result: Name _____ Date: _____