

INTERN REQUEST FORM

Division:

Educational Level Desired: Undergraduate Graduate Either

Major(s) Requested:

Name of Project Supervisor:

Duties and Responsibilities to be Assigned:

Course Background/Skills Needed (training, experience preferred or required):

Additional Qualifications (quantitative skills, computer familiarity/software skills, oral or written communication skills):

Worksite Location:

Division Chief Signature: _____

Department Head Approval: _____

Executive Director Review: _____

Note: Use separate form for each intern request