

# EDUCATION ABROAD INTERNSHIP CREDIT APPROVAL FORM



All students who plan to complete an internship on a CU Boulder study abroad program must submit this form.

Student's Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

Student's Major(s): \_\_\_\_\_

Study Abroad Program: \_\_\_\_\_ Term abroad: (ex. Fall 2017) \_\_\_\_\_

Potential credit hours to be awarded for the internship by the overseas program: \_\_\_\_\_

Subject area of internship (if known): \_\_\_\_\_

### In order to earn credit for an internship taken on a CU Boulder study abroad program:

1. The host university or overseas program must offer credit for the internship; AND
2. The student must have this signed Internship Credit Approval Form on file with the CU Boulder Education Abroad office.

### To the student:

Please make an appointment with an academic advisor or faculty member in your department or college who is authorized to approve internship credit and discuss your plans with that person. **Attach a description of the internship and course description/syllabus to this form.** If approved, the internship credit will be transcribed by CU Boulder under the department listed on this form.

### To the academic advisor or faculty member:

This student would like to receive credit for an internship as part of a CU Boulder study abroad program. The student is not receiving credit for the internship itself, but for the coursework attached to the internship. Regular courses on all CU Boulder study abroad programs will count as CU *in-residence credit*, not transfer credit. However, internship credit must be approved by an academic department or college on a case-by-case basis.

Please review the attached internship description and student's proposal to determine if s/he will be able to receive credit in your department, college, or school. If you have your own college/department form, you can use it instead, but please ensure that it includes the same information and please ensure that we receive a copy.

#### Option 1:

The internship is **approved** and should be transcribed in the following CU Boulder department: \_\_\_\_\_  
(e.g. SOCY, INBU, JRNL, PSCI)

The internship must be related to the student's field of study

(When applicable) The internship will also count for the following major/degree requirement: \_\_\_\_\_

### Notes regarding the above approval:

**Option 2:** The internship cannot be pre-approved but can be evaluated later (and may or may not be approved at that time). The student must provide documentation of the academic content of the internship to his/her academic department. This documentation might include: the course syllabus, written reports done by the student, evaluations by supervising faculty, and any other documentation that shows the seriousness of the internship.

**Option 3:** The student may not earn credit for the internship in this department.

Advisor's or faculty member's name (printed): \_\_\_\_\_

Advisor or faculty member's department: \_\_\_\_\_

Signature: \_\_\_\_\_

Other Notes:

## Return to CU Boulder Education Abroad

Center for Community S355, 123 UCB, University of Colorado, Boulder, CO 80309-0123  
Phone: 303-492-7741 • Fax: 303-492-5185 • [abroad@colorado.edu](mailto:abroad@colorado.edu) • <http://abroad.colorado.edu>