

Course Agreement for GEOS 484: Environmental Internships
Environmental Programs in the College of Geosciences
Texas A&M University
Tel: (979) 845-2559; Fax: (979) 845-0056

Student name _____ UIN _____ Major _____ Classification _____
 Semester _____ Year _____ Credit hours _____ Section number* _____ Deadline of paper* _____
 Will you be enrolled in other courses at A&M during the internship? _____ Will you be within 50 miles of College Station? _____
 Location the credit will be used in degree plan _____
 Cell phone number _____ Email address _____
 Emergency contact name _____ Relationship _____ Phone number _____
**To be filled out by Academic Advisor.*

Instructions

1. Students may be able to earn credits for internships related to their field of study. Students interested in receiving credit for their internship need to register for GEOS 484 the semester of the internship with the Program Director, Dr. Don Collins, as the instructor of record. Credit cannot be given for an internship after it is completed without prior arrangements made.
2. Student, internship host supervisor and Dr. Collins shall all sign this form. Fax copy is acceptable. Complete and return this form to Emily Dykes and request section to be opened. **Please attach official job posting or list of expected responsibilities.**
3. Once section is open, register for the course and pay tuition and fees as usual. Guidelines to write the report will be sent to the student

Course requirements for Internships

1. The student is required to work for at least 80, 160, 240, 320, or 400 accumulated supervised hours for the internship host during the internship to qualify for 1-, 2-, 3-, 4-, or 5-hour credits, respectively. If the number of hours is greater than 400, special agreements can possibly be drawn up to possibly allow for extra credit. This would need to be done before the internship begins and must be approved by the Director of Environmental Programs, through the Academic Advisor.
2. A student can receive no more than 6 total hours of 484 internship credit on their degree plan.
3. The student's work will be supervised by the internship host. The student is also required to submit no more than a 10-page report describing the techniques and procedures learned and practiced during the internship. Included in this should be a statement of up to 2 pages reflecting on how the internship experience has or has not added value to your undergraduate education.
4. The report, along with an evaluation form from the internship host indicating whether the student has successfully completed the expected work, must be turned in to the Academic Advisor, Emily Dykes at least three days before the final grades of the class are due. For summer internships, this is typically early August.

Internship host company _____ Type of host company _____
 Internship supervisor name _____ Supervisor Title _____
 Company address _____ City _____ State _____ Zip _____
 Telephone number _____ Fax number _____ Email _____
 Internship position title _____ Start date _____ End date _____
 Approximate hours per week _____ Approximate total hours _____ Rate of pay, if any _____
 Any other paid expenses? If so, what? _____
 Brief job description _____

I agree to my responsibilities according to the instructions and requirements described above.

Student signature _____ Date _____
 Internship host signature _____ Date _____
 Director signature _____ Date _____
 Advisor signature _____ Date section was created _____