

Application for Political Science 602 A/D Internship

Internships provide field experience in a governmental or nongovernmental organization at the local, state, national, or international level conducted with direct faculty supervision. Generally speaking, internships require 15 weekly hours on site during the academic semester for every four credits granted. Most approved internships are for four credits. Students have interned in various government agencies, private companies, political parties, political campaigns, and non-governmental organizations.

Applicants must first secure internship placement, complete the Internship Agreement, and gain the support of the appropriate faculty sponsor, who will review, comment, and sign off on the application. Applicants must submit to Marcie Anderson in the Political Science Office all forms, and supporting materials by the first day of the pre-registration period prior to the semester the internship will be undertaken. Late applications will only be considered under special circumstances. Students must provide to the faculty sponsor all documentation.

All students desiring to undertake an internship must:

- be a junior or senior political science major;
- have a minimum GPA of 3.2 and be in good academic standing;
- have fulfilled the 400-level requirement and taken at least one upper level course in the subfield appropriate for the internship;
- must provide a current UNH academic transcript (unofficial is accepted)

Students cannot register for Polt 602 A/D until they receive Undergraduate Committee approval. Polt 602 A/D does not count toward any of the major's four subfield course requirements. Only one graded internship and/or independent study can be counted toward major requirements.

For Students

Name: _____ ID Number: ____-____-_____

Email address: _____ Current GPA cumulative: _____ Graduation year: _____

Faculty sponsor: _____

Choose one of the following:

1. For grade (602A, 4 credits) _____,
2. For credit/fail (602D, 2-12 credits): Number of credits _____

<u>Political science courses taken in area</u>	<u>When Taken:</u>	<u>Grade</u>
1. 400 level: _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

List previous independent studies or internships taken in political science or any other discipline

<u>Faculty Advisor</u>	<u>When Taken:</u>	<u>Credits/Grade</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

All students undertaking an internship must agree to the following conditions:

1. The intern must call, email, or meet with the faculty advisor on a bi-weekly basis.
2. Interns must keep a weekly log of time spent on the internship, which includes the hours spent working, the hours in attendance at meetings, and a short description of other internship activities. A copy of this weekly log must be presented to the faculty sponsor at the completion of the internship.
3. Interns intending to earn a grade for the course (602A) must submit a paper between 10-15 pages with appropriate scholarly citations to the faculty sponsor. The paper topic must be discussed and approved by the sponsoring faculty member within the first three week period of the internship and must be directly related to internship experience.
4. The intern will submit the completed paper and the weekly diary to the faculty sponsor within a one semester period following completion of the internship experience. These are confidential materials.

Intern Signature and Date

For Faculty Sponsor

Sponsor's Name: _____

Credit Evaluation for 602D (between 2-12 credits): _____ Credits

Please check off the following statements:

- _____ The student is a junior or senior political science major.
- _____ The student has a GPA of 3.2 or above and is in good academic standing.
- _____ The student has fulfilled the Polt 400-level requirement.
- _____ The student has taken an upper level course appropriate for the internship.
- _____ The sponsor fully supports the application.

Comments:

Sponsor Signature and Date

Note: All completed applications must be submitted to Marcie Anderson. If all of the above statements are checked, the application will be automatically approved. If any statement is not checked, the application automatically will be submitted to the Undergraduate Committee for discussion.

For Undergraduate Committee:

Evaluation: Approve Disapprove Revise and Re-submit

Comments: