Undergraduate Aviation Programs
Internship Course Application

The Polytechnic School

This application form is required to be submitted to the Aviation Department (aerotech@asu.edu) at least two weeks prior to the start of the internship. This form should be completed electronically, printed, and signed.

After approval, the override for enrollment in the course will be granted. The Polytechnic School Advising Services Office will retain the original copy for future reference and for the student file. See the General Catalog for requirements and qualifications for internship coursework.

1. STUDENT INFORMATION

Full Name: ASU ID number:
I am a □ Junior □ Senior student in the Polytechnic School, Fulton Schools of Engineering.

Degree Program: Concentration/Major (if applicable):
ASU Cumulative GPA: Total # of Credits Completed in Program:

Semester and year course will be taken:
☐ Fall 20_____ ☐ Spring 20_____ ☐ Summer 20_____ ☐ Session A ☐ Session B ☐ Session C

2. COURSE INFORMATION

Course Prefix: □ AMT □ ATC Course Number: 484 Number of Semester Hours/Credits of Internship (1-3):

3. EMPLOYER & INTERNSHIP DETAILS

Company Name: Supervisor Name:
Supervisor Title: Supervisor Email:

Internship Start Date: End Date: Hours per Week:

DESCRIPTION OF WORK TO BE COMPLETED DURING INTERNSHIP:

Number of projected work hours during term:

Note: 45 hours of work time are required for each academic credit earned.

DESCRIPTION OF APPLICABILITY OF THE INTERNSHIP TO THE ACADEMIC PROGRAM:
DESCRIPTION OF HOW THE POSITION WILL PROVIDE LEARNING BEYOND THE CLASSROOM:

MATERIALS TO BE SUBMITTED: (indicate the final materials that will be submitted for grading, i.e. internship notebook to include summary report, applied project, thank you letter)

4. STUDENT ACKNOWLEDGEMENT

☐ I have read and understand the Internship Policy for The Polytechnic School, Ira A. Fulton Schools of Engineering.

I have attached the following:

☐ Copy of the position posting
☐ Employer letter for internship including start date, end date, job title, internship location and supervisor information
☐ Verification that the employer is registered with ASU Fulton Schools of Engineering Career Services (student can check with Aviation Program for verification)

Upon completion of the internship, a technical report will be submitted to the faculty sponsor and Advising Services Office according to the guidelines outlined in the Internship Policy. The internship supervisor will also submit the evaluation form to the noted chair within 10 days of internship completion, on or before the last day of class for the enrolled semester, or as notified by the Aviation Program.

Student Signature

Date

Approval Signatures

Industry/ Faculty Advisor

Name

Date

Signature

Undergraduate Internship Course Instructor

Name

Date

Signature