

Request to Enroll in BIOL 385: Internship in Biology

Revised May 2020

The Internship in Biology

Calvin University's Department of Biology provides an opportunity for students to receive course credit for certain internship experiences. To do so, students must complete *both* sides of this form, obtain the necessary signatures, and file the completed form with the department internship coordinator. Additional information is provided in the *Biology 385 – Student Options* document.

Course Description

Internship in Biology (0 - 4) F, I, S or SS. This course is for students participating in an internship that emphasizes professional application of the concepts and principles learned as part of a Biology program. A student has responsibilities in a laboratory, office, private firm, not-for-profit organization, or government agency. The student works on a specific project under the direct supervision of an employer-supervisor and/or faculty internship coordinator. On-campus internships are to be completed under an appropriate Calvin supervisor, while off-campus internships are to be completed under the supervision of the designated faculty internship coordinator. All students must maintain an internship journal and present an oral or written report summarizing the internship experience. For off-campus internships, students will also be evaluated by their employer-supervisor. Only one from BIOL 385, 390, or 399 may be used to satisfy the requirements for the Biology major. Prerequisites: instructor, advisor, and departmental approval.

Internships must be defined in advance of registration and approved by the faculty internship coordinator, student's advisor, and department chairperson. The work must be described in the space provided and include all integral BIOL 385 requirements. This application must be submitted to the internship coordinator and registrar for archiving.

Applicant Name: _____ **Major(s):** _____

Student email: _____ **Student ID number:** _____

Class level: _____ **Anticipated graduation date:** _____

Number of credits for BIOL 385: 0 credits 1 credit 2 credits 3 credits 4 credits

Term(s) for enrollment in BIOL 385: _____

INTERNSHIP LOCATION AND CONTACT INFORMATION

Organization Name / Department: _____

Address _____

City _____ State / Province _____ Zip Code _____

Supervisor Name _____

Supervisor Email _____ Supervisor telephone _____

Description of proposed work/project:

Approved by:

Internship coordinator name (printed)

Internship coordinator signature

Date

Academic advisor name (printed)

Academic advisor signature

Date

Department chairperson name (printed)

Department chairperson signature

Date