## CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA APPLICATION FOR CREDIT

## **BIO 4410 INTERNSHIP IN BIOLOGY – LEARNING PLAN**

Note to Student: This application must be completed and signed by you and your internship site supervisor, and submitted to the faculty coordinator for approval by the third day of classes. A permission code to add BIO 4410 will be generated for you after faculty approval. After enrolling, you will need to submit additional University internship forms at BroncoServe <a href="https://app.calstates4.com/cpp">https://app.calstates4.com/cpp</a>. Students who fail to complete the online forms by the end of Week 2 may be dropped from the class. For each unit taken, you are expected to complete a minimum of 4 hours service each week or 60 hours per semester. By the end of Week 15, you are expected to submit a 2-page report describing your duties and the value of this experience as it relates to your education and career goals. Please consult your faculty coordinator for the report submission mechanism.

Note to Student's Internship Site Supervisor: The student identified below wishes to earn academic credit for experience gained from internship services under your supervision. Please complete items 3, review item 4, and sign the document (item 6). If this is your first time sponsoring a Cal Poly Pomona intern, the University's Center for Community Engagement will contact you for the Site Self-Assessment and Internship Agreement forms.

1.	Student Name:	Student ID#:			
	Phone: () Ema				
	Major: ☐ Biology ☐ Biotechnology ☐ En				Sr
2.	BIO 4410 credit to be earned during the Check the following box if the proposed interns				
3.	Internship Sponsor Information				
	Business/Organization :				
	Site Supervisor: Title:				
	Mailing Address:				
	Business Phone: () F				
4. Briefly describe the specific learning objectives of the proposed internship, including duties and responsibilities of the intern, an relevance of the internship to the student's academic program and career goals.					and the
5.	Student Signature		Date		
6.	The undersigned internship <b>site</b> supervisor agrees to guide this student's work, to discuss any concerns about the intern's performance with him/her directly and with the faculty coordinator if necessary, and to submit a letter grade and verification of hours worked at the end of the internship.				
	Site Supervisor Signature		Date		
7.	The undersigned Cal Poly Pomona Univ. (CPP) faculty advisor has examined and approves the student's learning plan.				
	CPP Faculty Advisor Signature		Date _		