



University of Nevada, Reno

Internship Application Form (ENG 498A)

Department of English

When finished, email this form to the Internships Coordinator, Alissa Surges (asurges@unr.edu), as soon as possible. You will need to secure an internship before you can register for ENG 498A. So, the sooner you do this the better. This form works best with Adobe's PDF reader.

Student Information

Student Name:

NSHE #:

UNR Email:

Preferred Email (if different from above):

About the Internship

Semester Internship Will Occur:

Name of Organization:

Site Supervisor Name and Title:

Site Supervisor Email:

Type of Internship

Is this internship remote, in person, or a mix?

If in-person (or a mix), where will the work take place?

Internship Schedule

Provide a weekly schedule of hours to be worked, totaling a minimum of 135 hours for the semester, with approximate due dates for projects you will be working on (if applicable). Indicate contingency plans for illness and holidays.

Internship Description

What are your duties and responsibilities? What projects or kinds of projects will you work on?

How will you be evaluated by your supervisor?

Explain how the internship will apply skills and knowledge you have gained in the classroom. How will the internship benefit you both intellectually and professionally? Researching, reading, writing, analysis, observation and presenting will all be used.

Supervisor Confirmation

Have your supervisor email the Internships Coordinator (a) that the internship will take place during the semester in question, (b) the plan for 135 hours you've agreed to work, and (c) the type of work that you will perform.

*Any questions about any of this, feel free to contact the Internships Coordinator,
Alissa Surges (asurges@unr.edu)*