

Bard College
Petition for Recognition of
Internship

Use this form if you are completing a formal, supervised internship that involve at least 40 hours of work. You may request either 0.5 academic credits* or non-credit bearing transcript recognition.** Neither form of recognition is available for work performed through Bard College or for work conducted on any of Bard's campuses.

**** Students who earn academic credit for internships will be charged a fee per ½-credit unit and may earn no more than 4 credits total from internships towards the undergraduate degree.***

*****There is no fee for transcript recognition.***

Name: _____

Major: _____

Have you moderated? Y N

Current level: FY SOPH JR SR

Internship Site: _____

Start/End Dates: _____

Supervisor's name and title: _____

Average number of hours to be worked per week _____

Please indicate which form of recognition you are requesting and initial where appropriate:

___ Academic credit

___ I understand that I will earn 0.5 academic credits for this internship.

___ I understand that I will be required to pay a fee, set by the Student Accounts Office, in order to receive the credit.

___ I understand that I may earn a total of no more than 4 internship credits towards the undergraduate degree.

___ I understand that I will not receive credit until the internship is completed and a supervisor's report has been submitted to the dean of studies office.

___ Non-credit bearing transcript recognition

___ I understand that I will not receive academic credit for this internship.

___ I understand that I will not receive recognition until the internship is completed and a supervisor's report has been submitted to the dean of studies office.

What are your anticipated duties?

What are your reasons for pursuing this internship?

Dean of Studies approval: _____

date: _____