

UW-Whitewater Biology Department

Internship Application

Please fill out this form, obtain appropriate signatures and return to the Biology Department main office.

Student name: _____

Student ID: _____

Email: _____

Phone number: _____

Address: _____

Number of credits requested: _____ (1 credit is approximately 50 hours per semester)

Semester of internship: _____

Year of internship: _____

Is this the first internship you have had with biology? If not, please provide the location, year, and number of credits of the past internship.

Internship sponsor (company, organization, etc.): _____

Telephone number of internship supervisor, position:



University of Wisconsin
Whitewater

Email of supervisor: _____

Signature of supervisor indicating they approve of this applicant: _____

Date: _____

Please provide a short note detailing the nature of the internship and the responsibilities, skills, and experiences the student will acquire.

Total number of hours for the internship: _____

When will the student complete this opportunity? _____

To complete the internship, students should complete the following steps:

1. Find an internship (you are ultimately responsible for locating, applying, and completing the internship)
2. Fill out this application form, obtain the signature and approval of the supervisor of this internship, return this form to the Biology main office (the departmental ADA will accept this application). The form must be received before the start of the semester the internship is requested for credit.
3. Keep weekly notes on documenting activities at the internship. Upon completion of the internship, write a one-page retrospective on the internship. Describe what you did and how it will be useful to your future career and education. Submit this within two weeks of the semester end date (semester you are requesting credit). The retrospective should be sent to the Biology main office ADA.
4. The final steps in the internship will be to complete the internship evaluation. A link will be provided when your retrospective is received. Biology will send an evaluation of your performance to the internship supervisor for our own assessment purposes.
5. Your internship will show up as a Bio 493 in your AAR.

Note; You must be a UW-Whitewater student to conduct this internship.