# APPENDIX A – STUDENT INTERNSHIP APPLICATION

**STUDENT INTERNSHIP APPLICATION**

(To be completed by Intern)

Black Hills State University

**Submit the following documents to the completed Internship Application: (1) current resume, (2) current transcript, and (3) current list of courses enrolled in for the upcoming semester. Your application will NOT be accepted without these attachments.**

**PERSONAL INFORMATION**

|  |  |  |
| --- | --- | --- |
| FIRST NAME AND LAST NAME |  | STUDENT ID |
| **NAME** |  | **STUDENT ID** |
| BHSU EMAIL |
| **EMAIL** |
| MAILING ADDRESS |
| **MAILING ADDRESS** |
| PERMANENT ADDRESS |
| **PERMANENT ADDRESS** |
| CELL PHONE # |  | HOME PHONE # |
| **CELL PHONE #** |  | **HOME PHONE #** |

**ACADEMIC INFORMATION**

|  |  |  |
| --- | --- | --- |
| SELECT ACADEMIC STATUS |  | OPTIONAL |
| **ACADEMIC STATUS:**  |  | **OTHER: (*EXPLAIN*)**  |
| ACADEMIC ADVISOR FIRST AND LAST NAME, EMAIL |
| **ACADEMIC ADVISOR:**  |
| MAJOR |  | SPECIALIZATION |
| **MAJOR:**  |  | **SPECIALIZATION:**  |
| MAJOR CREDIT HOURS COMPLETED |  | MAJOR GPA |
| **COMPLETED CREDIT HOURS (*MAJOR*):**  |  | **MAJOR GPA:**  |
|  | OVERALL GPA |
| **OVERALL GPA:**  |

**INTERNSHIP INFORMATION**

|  |
| --- |
| DESIRED FIELD/INDUSTRY |
| **DESIRED FIELD:** |  |  |  |
| DESIRED BUSINESS |
| **DESIRED BUSINESS:** |
| DAYS AND TIMES AVAILABLE |  | NUMBER OF CREDIT HOURS ENROLLED |
| **DAYS AVAILABLE TO WORK:** |  | **NUMBER OF CREDIT HOURS ENROLLED:** |
| SELECT SEMESTER |  | DESIRED NUMBER OF CREDIT HOURS |
| **REQUESTED SEMESTER FOR INTERNSHIP:** |  | **DESIRED NUMBER OF CREDIT HOURS:** |

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office Use (*attached*): [ ] Resume [ ]  Unofficial Transcripts [ ]  Registered for Upcoming Semester

\* [ ]  Y [ ]  N Approved by International office (SEVIS officer)

Signed: International office SEVIS officer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_