

# Intern Requirements

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please complete the following questions.**

1. Are you seeking an internship for academic credit?  Yes  No
2. Does your major require this internship?  Yes  No
3. Will KSN need to submit reports during the internship?  Yes  No  don't know
4. Indicate any of the following if required for your internship.  
 journal  report  presentation  PowerPoint  web page  don't know
5. How many hours does your internship require? \_\_\_\_\_ hrs  don't know
6. Can you work hours during occasional evening or weekend events?  Yes  No
7. Internship begins \_\_\_\_\_ and ends \_\_\_\_\_.  

mm/dd/yy
mm/dd/yy

Indicate classes or other work scheduled during the internship:

	Mon	Tue	Wed	Thur	Fri	Sat	Sun
9:00 AM							
9:30 AM							
10:00 AM							
10:30 AM							
11:00 AM							
11:30 AM							
12:00 PM							
12:30 PM							
1:00 PM							
1:30 PM							
2:00 PM							
2:30 PM							
3:00 PM							
3:30 PM							
4:00 PM							
4:30 PM							
5:00 PM							
5:30 PM							

List any job, class or other requirements that will affect your availability.

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