

**W.A. FRANKE COLLEGE OF
FORESTRY & CONSERVATION**
UNIVERSITY OF MONTANA

INTERNSHIP FORM

Name: _____ Student ID: _____

Major: ECSR FOR PTRM RSCN Minor: ECOR FIRE WBIO WLDS Other

STEP 1: COLLECT INTERNSHIP INFORMATION

Internship Organization: _____

Immediate Supervisor: _____

Supervisor Contact: Phone _____ Email _____

Period of Internship: Start date _____ End date _____

Pre-internship 400 Work Hours form completed (PTRM students only)

Job Description:

Give a brief overview of actual tasks and responsibilities.

Explain how your internship entails leadership and/or independence.

How many hours do you expect to work each week? _____

The FCFC defines 3 Learning Objectives that each internship must have (see Internship Guidelines). The student is responsible for creating 2 additional Learning Objectives.

Describe your first created Learning Objective.

Describe your second created Learning Objective.

STEP 2: OBTAIN INTERNSHIP APPROVAL FROM ADVISOR (To be completed by faculty advisor)

Semester Registered: _____ Course Number: _____ Section Number: _____ CRN: _____

of Credits: _____ Grade Mode: Traditional Letter Credit/No Credit

Final paper due date: May 1st July 31st September 15th December 1st

Faculty Advisor Signature: _____ Date: _____

STEP 3: REGISTER YOUR INTERNSHIP WITH INTERNSHIP SERVICES

Visit the Internship Services website at <http://www.umt.edu/internships/OLA/default.php> to officially register your internship with the University of Montana.

Date Completed: _____

STEP 4: REGISTER FOR YOUR INTERNSHIP CREDITS ON CYBERBEAR

PTRM:

Summer Internship – Internship credits are generally taken in the Fall semester after completing the internship. If you are doing your internship in the summer and plan to graduate that summer, you need to register for internship credits during the Spring semester prior to the summer internship (or during the summer).

RSCN:

Summer Internship – Internship credits are generally taken in the Fall semester after completing the internship. If you are doing your internship in the summer and plan to graduate that summer, you need to register for internship credits during the Spring semester prior to the summer internship (or during the summer).

In-Semester Internship – These internships are generally taken during the Spring semester. You will need to register for your internship credits during the semester in which you are completing your internship.

Date Completed: _____