Internships in Vermont (AS-19O OL1)
Summer 2019 (May 20 – August 9)

This is an online course. The instructor needs to review and approve the internship. You can start and end at any time, once registered.

Make sure and register for the right number of credits, each 40 hours in the internship equals 1 credit to be completed between May 20 and August 9.

Fill out the form here on your internship
https://www.uvm.edu/cas/forms/190-internship-site-submission-form

Instructor: Richard Watts, 802-373-1131 rwatts@uvm.edu

ASSIGNMENTS:

1. Updated resume (twice, once at the beginning, once at the end with new experience)

2. Linked In site (twice, once at the beginning, once at the end with new experience & connections and a review of your presence on social media).

3. Job/intern interview (informational or real)

4. Final reflection, a letter to the next intern

5. Site logs – Due every Sunday before midnight (must do 10)

6. Tracking hours – posting them to the WIKI hours tracker on BB – (note each 40 hours is eligible for one credit).

7. Supervisor Evaluation – Due at the end

GRADES: This course is pass/fail. And will be based on your satisfactory completion of all class assignments and your sponsors’ evaluation. An evaluation form will be sent to your internship supervisor as you near the end of the internship. Review this form carefully at the beginning of the semester so that you are aware of what aspects of your performance will be evaluated.