DS850: Management Internship is a 0.5 credit course designed for students wishing to pursue an internship for which the employer requires that the intern receive academic credit.

The Management Internship course is administered by the Feld Career Center. Full-time MBA students should approach their ES740: Career Management instructor in order to request permission to register for DS850.

PEMBA and MSMF students should approach their assigned career counselor in order to request permission to register for DS850.

DS850 may not substitute for a required course. The 0.5 credit associated with this course will be included in your semester credit hour total and will impact tuition charges accordingly; however this 0.5 credit will not count toward any degree requirements nor will it be counted as part of the total number of credits required for graduation. Upon completion of the internship, you will receive a grade from the sponsoring Feld staff member. This course is graded Pass/Fail.

International students who will receive monetary compensation or who are pursuing an unpaid internship that requires work authorization may not register for DS850. In both instances, Curricular Practical Training (CPT) applies. For more information on CPT, students should contact the Graduate Programs Office.

Instructions:

- Approach your ES740 instructor or assigned career counselor in the Feld Career Center to discuss your internship offer.
- Fill out the reverse side of this form and have it signed by the sponsoring Feld Career Center staff member.
- Return this form to the Graduate Programs Office for approval before the start of your internship. Upon approval, the Graduate Programs Office will register you for the course.
Date Submitted: ____________

Student Enrollment Status: International   Domestic   (Circle One)

Semester and Year of Desired Registration: __________________________

Name: ____________________________________________________

BUID: _________________________

Academic Program: ____________________________________

Feld Career Center Sponsor’s Name: ________________________________

Internship Employer: ____________________________________________

Name of Internship Supervisor: ________________________________

Supervisor’s Telephone Number: ________________________________

Please legibly print or type the nature of the internship you intend to pursue. You may also attach a job
description to this form if desired.
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

Required Signatures:
Student: __________________________________________________ Date: ________________
Feld Career Center Staff Member: ______________________________ Date: ________________

For Graduate Programs Office Use Only:
Date Registered: ____________________
Advisor Signature: ________________________________