

**Penn State University Smeal College of Business Internship Program
Internship/Co-Op Acceptance Form**

When you accept an internship, this form must be completed in its entirety and returned to 114 Business Building.
COMPLETION OF THIS FORM WILL BE YOUR REGISTRATION FOR THE BA395A COURSE.
****International Students MUST check with The Office of International Students & Scholars regarding credit requirements.****

Student Contact Information

Name (First Middle Last) _____ Penn State ID # _____
PSU Email Address: _____ **Current** Semester Standing (Soph, Junior, Senior): _____
Major: _____ Minor _____ GPA _____
Home Address _____ Cell Phone # _____
(____) _____
City: _____ State: _____ Zip: _____ Work Phone (____) _____

Employer Contact Information

Company Name: _____ Supervisors Name/Title: _____
Your Position Title: _____ Your Department: _____
Address: _____ Supervisor's Phone: (____) _____
City: _____ State: _____ Zip: _____
Does your employer require that you receive credit for this internship? Yes ____ No ____

Job Information

Your Salary: _____ per week Year employed: _____ 2008
Co-Op? Yes ____ No ____
Work Period: Spring ____ Spring/Summer ____ Summer ____ Summer/Fall ____ Fall ____
What semester are you returning to PSU? Spring ____ Summer ____ Fall ____

Credit Information: All students interning Fall or Spring are **REQUIRED** to enroll in BA395A to remain enrolled as a student. BA395A is optional for Summer-only internships. BA395A is an elective that can be taken more than once, but only counts once toward graduation. You may not register for BA395A after the internship has been completed.

I understand that if I have accepted a Spring, Spring/Summer, Summer/Fall or Fall internship I am required to register for 1 credit (BA395A) _____ Yes

Summer ONLY - Register me for BA395A _____ (BA395A is subject to drop/add regulations)
Please see payment for 1 credit through www.tuition.psu.edu

Internship Information - Source of Internship

Career Fair ____ Family/Friend ____ Former Employer ____ Internet ____ Internship Program ____ Other ____

Interview/Offer Information

How many interviews did you have this year? _____ How many job offers did you receive? _____

If you have had other offers, who with, and why did you decline those offers? _____