

Department of Physics and Astronomy

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PHYSICS INTERNSHIP AGREEMENT

This form serves as an agreement among the student, site supervisor, and faculty advisor on the objectives and plans for an internship to meet requirements for academic credit in the BS Physics program. The following sections should be completed by the student after consultation with the site supervisor and faculty advisor. The faculty advisor may require revision before final approval. The student should retain a copy of this completed form with signatures, provide a copy to the site supervisor, and submit a digital copy to the faculty advisor via email by the end of the second session. General requirements for the internship are described in the internship syllabus. A copy of the syllabus should be provided by the student to the site supervisor.

I. STUDENT INFORMATION

Name: <type here>

Address, telephone number, and email address: <type here>

II. INTERNSHIP SITE INFORMATION

Internship site: <type here>

Site supervisor: <type here>

Site supervisor's office address, telephone number, and email address: <type here>

III. INTERNSHIP OBJECTIVES AND ACTIVITIES

The description of the internship objectives and activities below is understood to be tentative. Any changes must still align with the general learning objectives of the internship and should be approved by the faculty advisor. List the internship objectives for the internship below. The required, general learning objectives are

already listed and may serve as a model for additional, more specific learning objectives.

- The student must understand the safety procedures and identify potential hazards they may be encountering in the internship.
- The student will be able to apply scientific and analytic skills to the company hiring the intern.
- The student will be able to describe the products, processes, scientific methodology they will be working with.
- The student will be able to articulate and come to identify the reasons for the work that they are doing.
- The student will be able to articulate the procedures that they used as routine work and what others special projects they completed and what skills, both scientific and non-scientific (business, communication, etc. skills) they will employ.
- The student will demonstrate integration and application of previous coursework.
- <add any additional learning objectives here>

Describe the activities that will be undertaken to work toward the learning objectives. Identify at least one project for in-depth focus that provides an opportunity to apply physics or astronomy concepts to a specific goal or challenge faced by the organization with a greater level of responsibility. As with the learning objectives, this list is understood to be tentative, and changes should be approved by the faculty advisor.

<type here>

How many hours of on-site work will be completed for this internship? Normally, the options are 150 hours for 3 hours of academic credit (approximately 10 hours per week over a 15-week semester), 300 hours for 6 hours of academic credit (approximately 20 hours per week over a 15-week semester), and 600 hours for 12 hours of academic credit (approximately 40 hours per week over a 15-week semester). Regardless of the number of hours worked, the student may receive academic credit only for the number of hours registered for.

<type here>

What is the intern's intended work schedule?

<type here>

Where will the intern work?

<type here>

IV. SIGNATURES

Print and sign upon approval of the faculty advisor.

STUDENT

By signing below, I commit to complete the internship service as described above.

Signature of student:

Date:

SITE SUPERVISOR

By signing below, I agree to supervise the internship as described above. I understand that the intern will be participating in discussions with the faculty advisor and other interns and writing a paper about the internship experience, and I will discuss any necessary confidentiality requirements with the intern. I also understand that I will be asked to complete online intern performance evaluations at the midpoint and end of the internship, which will be available to the intern for review. I have received a copy of the internship syllabus.

Signature of site supervisor:

Date:

FACULTY ADVISOR

By signing below, I agree to supervise the internship as described above.

Signature of faculty advisor:

Date:

The student should retain a hard copy of this form with signatures, provide a copy to the site supervisor, and submit a digital copy to the faculty advisor via the Canvas "Assignments" link.