

## BUS399: Internship in Business Student Internship Agreement Form

You will need to print out and complete all sections to apply for the internship program. Please make sure to turn in this application along with the Employer Internship Agreement Form at time of enrollment.

### Section I: Demographic Information

	Enter Information in this Column
Name (Last, First, Middle Initial):	
Student ID Number:	
Campus/Local Address:	
City, State, Zip Code	
Campus/Local Phone:	
Home/Permanent Address:	
City, State, Zip Code	
Home/Permanent Phone:	
TCNJ E-mail Address:	
Other E-mail Address:	
Do you have your own transportation? (check one):	<input type="checkbox"/> _yes <input type="checkbox"/> _no
Major:	
Second Major:	
Minor:	
Second Minor:	
Overall Grade Point Average:	
Number of Credits Completed:	

## Section II: Relevant Coursework, Experience, and Extracurricular Activities

List coursework relevant to the internship positions that you are considering.

--

List specific computer hardware and software with which you have worked.

--

List any work experience that might be relevant to the internship positions which you are considering.

--

List the clubs, organizations, fraternities, sororities, sports teams, or other activities that you currently participate in or have previously participated in. Indicate offices, positions held, if any.

--

Special talents and interests (e.g. sports, crafts, hobbies, art, music, etc.).

--

**Section III: Internship Information**

	Enter Information in this Column
Semester/Session of Internship: (check one)	<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer
Year of Internship:	20_____
Number of Credits for Internship (check one):	<input type="checkbox"/> 1 credit (50 hours of experience) <input type="checkbox"/> 2 credits (100 hours of experience) <input type="checkbox"/> 3 credits (150 hours of experience) <input type="checkbox"/> 4 credits (200 hours of experience)
Internship credit used for: (internship cannot be used as a program option requirement)	<input type="checkbox"/> free elective

\_\_\_\_\_  
Student Intern

\_\_\_\_\_  
Date

\_\_\_\_\_  
Internship Coordinator

\_\_\_\_\_  
Date

**Contact Information:**

Ms. Erica Kalinowski  
 Coordinator of Student Services  
 114 Business Building  
 School of Business  
 The College of New Jersey  
 P.O. Box 7718  
 Ewing, New Jersey 08628-0178  
 Phone: (609) 771-2150  
 Fax: (609) 637-5129  
 E-mail: ekalinow@tcnj.edu