

**NYU—DEPARTMENT OF SOCIAL AND CULTURAL ANALYSIS**  
 41 E. 11<sup>th</sup> St., 7<sup>th</sup> Floor | New York, NY 10003 | 212-992-9650

**Internship Placement Information**

Interns must complete this form *only* after completing all the other application steps (see the [Undgraduate Internship Program web site](#)), interviewing with an agency, and receiving a definite commitment. Please e-mail completed form to your supervisor so s/he may forward or confirm via e-mail to [betts.brown@nyu.edu](mailto:betts.brown@nyu.edu). Once this form is sent to Ms. Brown, you will receive an access code to the co-requisite fieldwork and seminar.

**A. Student Information**

Name:

Intern’s Title/Department:

Intern’s Weekly Schedule—days/hours (*Please note: If working two days, must be at least 9am-5pm with 1/2 hour for lunch*):

	Morning		Afternoon		Evening		Total Hours per Day
	From	To	From	To	From	To	
<b>Mon</b>							
<b>Tues</b>							
<b>Wed</b>							
<b>Thurs</b>							
<b>Fri</b>							
<b>Sat</b>							
<b>Sun</b>							
						<b>TOTAL</b>	

Dates of Holidays/Vacations for Intern (check [NYU Calendar](#)):

## **B. Internship Site**

Organization Name:

Supervisor's Name:

Supervisor's Title:

Address:

Phone Number:

Fax:

Email:

Web site URL:

## **C. Student's Program Focus**

Include a paragraph describing the issues your agency addresses and how your placement will enhance your understanding of your major.

#### **D. Student's Internship Goals**

What do you hope to learn or accomplish through the internship? Describe some of your preliminary goals.

#### **E. Description of Internship**

Describe your internship responsibilities, activities, and special projects in a paragraph or two. Consult your agency supervisor if you are not clear on these.

**F. Faculty Advisor**

Betts Brown, Director of Internships  
Department of Social and Cultural Analysis  
41 East 11th Street, Room 718  
P: 212-998-8092  
F: 212-995-4665  
[betts.brown@nyu.edu](mailto:betts.brown@nyu.edu)

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Intern Signature

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Intern Name

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Supervisor Signature

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Supervisor Name