

ECONOMICS INTERNSHIP APPROVAL FORM (ECON 6986)

Graduate School of Management

GRADUATE SCHOOL
OF MANAGEMENT

THE BEST BUSINESS SCHOOLS IN THE WORLD
THE BEST ACCOUNTING PROGRAMS IN THE WORLD

Only graduate Economics students admitted to the Marquette University Graduate School of Management (GSM) may enroll in Economics Internship Study (ECON 6989) courses in the GSM programs. Permission to register for a 6989 course must be obtained from the Graduate School of Management and the GSM program offering the course. If approved, this course may fulfill an economics elective requirement.

INSTRUCTIONS FOR THE STUDENT:

After completing this form and obtaining the signatures of the **instructor** and the **Program Director representing your degree**, forward the form to the GSM Office. Once approved, the Graduate School of Management will forward a permission number to the student. The student must registers via CheckMarq for the course.

STUDENT INFORMATION. *Fill out this form on your computer before pressing the Print Form button below.*

Name _____

Address Last _____ First _____ Middle _____

Street _____ City _____ State _____ Zip Code _____

MUID _____ Email _____ @marquette.edu

Phone _____

INTERNSHIP STUDY COURSE INFORMATION.

Credit Hours	_____	Term	_____	Session	_____	Year	_____
		<i>Fall, Spring, or Summer</i>					
Start date		End date of Internship					
Internship Site						(Company Name)	
Internship Hours worked/week		Total hours for internship (anticipated)					
Internship Supervisor							

Department Use

Instructor Name _____ Instructor MUID _____

Signature of Instructor _____ Date _____

Signature of Dept. Chair/ Director _____ Date _____

This course applies toward an elective degree requirement: Yes No

For GSM Use

GSM approval _____ Date _____

Permission #: _____ Date emailed to student: _____

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MSAE Internship Outline Form

To qualify, GSM graduate students must be in good academic standing (minimum of 3.000 grade point average; and not on academic probation) and have completed at least 6 hours of graduate business course work beyond the foundation courses. A maximum of 6 credits of Internship Study is permitted.

All approved Internships must have an approved academic component equivalent to the number of credits for the Internship.

Last Name

First
Name

MUID

Proposed Course Outline:

- 1) Complete a 480 hour, full-time internship with an approved firm.
- 2) Keep a weekly log with sufficient details, sent to your instructor approximately every three weeks.
- 3) Write a ten to twelve page report dealing with answers to both questions specific to the internship and to the MU curricula. A written evaluation of your work must be attached to this paper at the end of the term.
- 4) Write two five page research papers on two major issues that arose during the internship.
- 5) Make a thirty minute research presentation using a case similar to what you have encountered in the internship.

Grading:

- 1) Completion of the Internship is a prerequisite for the remaining items.
- 2) Grades will be assigned based upon the quality of work performed in items 2 through 5 above. Research presentation and twelve page report are given more weight than the two five page research papers and weekly log.
- 3) Final log needs to be completed shortly after the internship is finished. The papers and presentation will be done later in the semester. All work must be completed prior to the end of the semester of the internship. Work directly with your instructor regarding deadlines.

Required Approvals/Signatures:

Student _____

Faculty _____

Department Chair/Director _____

GSM Office _____