

BERRY COLLEGE
PERMISSION TO REGISTER FOR INTERNSHIP
OFFICE OF THE REGISTRAR

ID# _____ Name: _____ Date _____
Last First Middle

I plan to register for an internship in the _____ semester Year _____

I understand that the **Permission to Register For Internship Form** does not signify approval of the internship. The academic internship **Request for Approval Form** must be signed by the advisor, department chair, dean of the school in which the internship is offered, and the Provost. **Failure to submit the Request for Approval Form to the Provost's Office one month prior to the start of the internship will result in the cancellation of the internship and the removal of the course from my schedule.** I also understand that internships which have not been approved will be dropped from my schedule on the last day of the add/drop period for the term in which I registered for the course.

Student Signature

DEPARTMENT	CRSE. NUMBER	TITLE	CREDIT HOURS
_____	496	Academic Internship	_____

Signature of Faculty Instructor Signature of Advisor

Faculty Instructor PRINT NAME Advisor PRINT NAME

THIS FORM MUST ALWAYS BE ACCOMPANIED BY A REGISTRATION OR ADD/DROP FORM.

1/30/2002

Internship Form

The Berry College Internship form is a “permission to register for an internship”. It is used to allow the student to register for an Internship prior to being approved for an Internship.

The student picks up the Internship packet from the department chair, the school dean, the registrar or the provost. The pink Permission to Register for Internship must be signed by the instructor who will supervise the internship, and the student’s advisor. The student should bring the pink form along with a registration form or add/drop form to the registrar’s office during preregistration or add/drop period.