

**Mechanical Engineering Department
Credit for Internship/Co-operative Form**

This form is for receiving academic credit for external engineering internships and co-operatives. Credit will not be given without the proper completion of this form and pending review by the Mechanical Engineering undergraduate Program Director.

Procedure Overview: To receive credit for an internship co-op, the student must do the following PRIOR to the internship:

- 1) Find a Mechanical Engineering faculty member to evaluate and assign a grade for the internship.
- 2) Reach an agreement with your faculty mentor and coop supervisor about what constitutes a passing grade.
- 3) Submit this form. You receive academic credit for LEARNING ENGINEERING NOT FOR GETTING A JOB. The coop description should describe the type of learning outcomes you expect.
- 4) AFTER getting approval via this form and you have completed the coop, enroll in MECH 4370. When enrolled you will submit a coop report demonstrating what you learned during the coop. If you fail to document that you learned engineering content you will NOT receive credit.

STUDENT INFORMATION

Name: _____
 ID#: _____
 Email: _____

COMPANY INFORMATION

Company Name: _____
 Company Address: _____

 Supervisor's Name: _____
 Supervisor's Ph.No.: _____
 Supervisor's Email: _____

INTERNSHIP INFORMATION

Description (continue on next page if needed)

 Start date _____
 End date _____

Faculty Mentor Email _____
 _____ Date: _____
 _____ Date: _____

Use this space for anything you believe is important to mention.