

DEPARTMENT OF ART, ART HISTORY & DESIGN

Internship

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All studio and design majors, and art history first majors may acquire credit toward their major through the Department of Art, Art History & Design. Art history second majors may acquire general college credits toward their degree only.

- Students must enroll for a maximum of three credits during their Notre Dame career (internships can be one, two or three credits). Students desiring several internships should register for the least amount of credits.
- Students must have faculty approval from their area of study for participating in credited internships.
- Students must keep a detailed log/written/visual journal and submit a written and/or visual account of their experience to the DUS or their faculty advisor for a grade at the conclusion of the internship. Consult with your faculty advisor before starting the internship for any specific requirements they may have in terms of this submission.
- The on-site supervisor will be required to submit an evaluation of the student performance (on back of this form).
- A letter grade will be given for internships, and will be determined based on your documented submission and the supervisor's evaluation.
- Students will enroll under the course numbers ARHI 45310, for art history internships; ARST 45310, for studio art internships; or DESN 45310, for design internships.

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Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ email \_\_\_\_\_

Which semester are you applying for internship: Fall / Spring / Summer \_\_\_\_\_ How many credits: \_\_\_\_\_

Please check your major: \_\_\_\_\_ Art History First Major \_\_\_\_\_ Studio Major \_\_\_\_\_ Design Major

What experience is gained in this internship \_\_\_\_\_

Name of Company hosting the internship \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ email \_\_\_\_\_

Name of supervisor \_\_\_\_\_

Student  
Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Faculty Advisor  
Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Director of Undergraduate Studies  
Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

(OVER)

The evaluation of the student's performance by the on-site supervisor shall be printed on this sheet or may be submitted via email to the DUS or Faculty Advisor.

**EVALUATION OF STUDENT PERFORMANCE.**

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Supervisor  
Name \_\_\_\_\_ Signature \_\_\_\_\_  
(please print)