



International Study Programs

## Proposal for an International Internship

### Student Information

\_\_\_\_\_  
Name: Last First UVU ID#

\_\_\_\_\_  
Home Phone Cell Phone Email

### Internship Information

\_\_\_\_\_  
Country City Organization

\_\_\_\_\_  
Address Web Address

\_\_\_\_\_  
Employer's name Phone Email

\_\_\_\_\_  
Dates of internship Which UVU Semester- Fall/Spring/Summer

\_\_\_\_\_  
Internship housing address & contact information

Type of work with internship organization: \_\_\_\_\_

\_\_\_\_\_  
List any relevant language experience: \_\_\_\_\_

### Academic Information

\_\_\_\_\_  
Department Major Minor

\_\_\_\_\_  
Department Internship Coordinator Signature Phone

\_\_\_\_\_  
Proposed UVU courses to be taken on internship

Proposal to be returned to  
Dr. Danny Damron, Director  
International Center, WB 100, 863-8703  
[danny.damron@uvu.edu](mailto:danny.damron@uvu.edu)

### **Application Process**

Students apply for an “Individual Internship” through International Study Programs (ISP) at (link coming soon). The online application with all supporting materials must be submitted by the deadline listed below.

Students should check with their Department Internship Coordinator to assure that the internship is appropriate for your degree. You must register for academic credit to participate in any UVU International Internship. Department Internship Coordinators are listed here:

<http://www.uvu.edu/international/isp/internships/Department%20Internship%20Coordinators.pdf>

### **Pre-Departure Seminars**

All individuals interns are required to meet with the ISP staff 5 times prior to departure for international and cross-cultural preparation seminars. These seminars are offered Block 2 of Fall Semester, Block 2 of Winter Semester, and Summer Term. The seminars cover cross-cultural communication, culture shock, personal safety, international security, and how to maximize the international internship experience. Please check with the International Center (801)863-8342) for the seminar schedule.

### **Registration for UVU credit**

Registration for UVU credit and courses abroad will occur through Department Internship Coordinator. UVU does not grant internship credit retroactively.

### **International Internship Master Agreement**

A signed master agreement must be secured prior to departure or within the first week of the internship. An online version is available at:

<http://www.uvu.edu/internships/pdf/intlmemooofunderstanding.pdf>

### **Application Deadlines**

Fall Semester: 1 February      Spring Semester: 1 October      Summer Semester: 1 February

### **Safety**

UVU’s first priority in sending students abroad is personal safety. Students will not be able to participate in internships where the U.S. State Department has issued a Travel Warning prohibiting U.S. travel.

Please find this list at: <http://travel.state.gov>. Please review the UVU International Travel Policy at : (link coming soon)

### **International Health Insurance**

UVU International Study Programs will purchase international health insurance coverage on behalf of the student. Additional information coming soon.

### **Questions?**

Contact the “Individual Internships Facilitator” at ISP – Dr. Danny Damron

[danny.damron@uvu.edu](mailto:danny.damron@uvu.edu)

International Center, WB 100

801-863-8703