

SAGE COLLEGE OF ALBANY

CAREER SERVICES

140 NEW SCOTLAND AVENUE ALBANY, NY 12208 (518) 292-1793 FAX: 292-8621

Internship Listing Form

An internship is defined as a credit-bearing pre-professional work experience in the student's major field of study, which fosters the development of applied skills and increases professional competence, links theory and practice, and offers opportunities for career exploration. Please note: At SCA, the academic division sponsoring the student determines the internship credit awarded.

Company/Agency: _____

Supervisor/Department: _____

Title: _____ Email: _____

Address: _____

Phone #: _____ Fax: _____

Web Site Address: _____

Internship Position Title: _____ # of positions available: _____

Preferred Majors: _____

Level of Education Preferred: Associate Bachelor Master

Class Standing(s) Freshmen Sophomore Junior Senior

Does the student need a car to do the Internship? Yes No

Description of responsibilities (List training provided, special projects, units or departments intern will work with, etc.)

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Special Skills Required: _____

Terms (check all that apply): Fall Spring Summer

Hours Per Week (approximate): _____ Days only Evenings Only Both

Pay Rate: _____ or, Stipend Available?: Yes No • If Yes, indicate amount: _____

Potential for Permanent Employment?: Yes No