

1. Internship approval form.
2. Internship placement information.
3. Memorandum of Agreement.
4. A letter of intent from the supervisor at the internship site. This letter should verify that the agency has agreed to the internship and detail your duties, hours, and who your supervisor will be. Ideally, it should be on the agency's letterhead. If necessary, it can be done through an agency-affiliated email account. below i
timeline.

For a Summer Internship

Contact an internship site and begin the application process: February to early March.

Turn in internship application packet to the appropriate GSW Internship Supervisor*: Late March to early April;

For a Fall Internship

Contact an internship site and begin the application process: February to early March.

Turn in internship application packet to the appropriate GSW Internship Supervisor*: Late March to early April;

For a Spring Internship

Georgia Southwestern State University
Department of Psychology and Sociology
Internship
Americus, Georgia 31709-4376

I, _____, wish to apply for an internship for the _____ Semester, 20_____.

Please indicate below which intern course and number of credits you wish to apply for:

_____ PSYC4492 _____ number of credit hours (9 is maximum in Fall or Spring semesters;
_____ SOCI 4492 6 is maximum in Summer sessions)
_____ CRJU 4000

CRN: _____

Student ID Number: _____

Agency: _____

Address: _____

Agency supervisor (print): _____

Position of supervisor: _____

Phone & e-mail: _____

Signature of agency supervisor: _____ Date _____

Note:

Georgia Southwestern State University
Department of Psychology and Sociology
Internship Placement Information

Contact information:

Judy Grissett, GSW Psychology and Sociology Internship Supervisor

Department of Psychology and Sociology

800 GSW State University Drive Americus,

Georgia 31709-4376

Email: judy.grissett@gsw.edu

Phone: 229-931-2316

Fax: 229-931-2315

Student name:

Student GSW ID#:

Email address(es):

Phone:

Address:

Major:

Agency site:

Agency supervisor:

Position:

Phone:

E-mail:

Address:

Anticipated internship schedule:

Description of anticipated intern activities:

Academic Advisor:

Additional comments: