



**EARTH SYSTEMS PROGRAM
INTERNSHIP PROPOSAL AND REQUEST FOR APPROVAL**

Student name: _____ **E-mail address:** _____

Earth Systems Track: _____ **Date:** _____

If there are questions about your proposal, Earth Systems will contact you for clarification.

This form should be used to request approval for an internship that you have secured to count for your Earth Systems internship requirement. *Note: you should request approval for your internship prior to starting work by doing the following:*

- **Visit** the Earth Systems website to learn more about the internship requirements:
<https://earthsystems.stanford.edu/academics-admissions/undergraduate-program/earth-systems-major/earth-systems-internship>
- **Complete** all 8 questions of this form with the relevant information about your proposed internship.
- **Submit** this form to the Earthsys 260 Canvas course page as soon as your internship has been secured.
- **Approvals** will be sent from Suki Hoagland (shh@stanford.edu).

1. PLEASE PROVIDE THE NAME, LOCATION, AND BACKGROUND INFORMATION ON THE GROUP/COMPANY/PROGRAM WITH WHOM YOU PLAN TO WORK:

2. WILL YOU BE PARTICIPATING IN ANY INTERNATIONAL TRAVEL AS A PART OF YOUR INTERNSHIP? (IF SO, PLEASE NOTE THAT YOU MUST COMPLETE THE INTERNATIONAL TRAVEL REGISTRY THROUGH THE OFFICE OF INTERNATIONAL AFFAIRS [HTTPS://INTERNATIONAL.STANFORD.EDU](https://international.stanford.edu))

3. WILL YOU BE PARTICIPATING IN AN ORGANIZED FELLOWSHIP/INTERNSHIP PROGRAM (SUCH AS A SCHNEIDER FELLOWSHIP, THE SESUR PROGRAM, SIW, HAAS CENTER FOR PUBLIC SERVICE CARDINAL QUARTERS ETC.):



**EARTH SYSTEMS PROGRAM
INTERNSHIP PROPOSAL AND REQUEST FOR APPROVAL**

7. SPECIFICALLY, WHAT WILL YOUR RESPONSIBILITIES BE AND HOW DO YOU INTEND TO CARRY THEM OUT? HOW WILL YOUR WORK CONTRIBUTE TO THE OVERALL MISSION OF YOUR ORGANIZATION?

8. WHAT IS YOUR UNDERSTANDING OF YOUR FINAL DELIVERABLE AT THIS POINT? HAVE YOU DISCUSSED THIS WITH YOUR SUPERVISOR?



**EARTH SYSTEMS PROGRAM
INTERNSHIP PROPOSAL AND REQUEST FOR APPROVAL**