



**YALE UNIVERSITY**  
**GRADUATE SCHOOL OF ARTS AND SCIENCES**  
**Summer 2024 Internship Application**

**IMPORTANT:** Internships are expected to begin between June 1 and the start of the fall term. If a PhD student begins an internship PRIOR TO JUNE 1, they will forfeit their Yale stipend during the final spring-term pay period (May 16-31), as these payments cannot be prorated. PhD students who begin their internships anytime from June 1 onwards will not forfeit any of the May stipend.

The purpose of the internship program is to allow doctoral students to remain registered while employed over the summer for the purpose of learning techniques to be used in dissertation research, collecting data, or gaining exposure to a potential field of employment.

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
Last First 9 digits, beginning with 9 (see your Yale ID)

Department: \_\_\_\_\_

Name of Internship Company: \_\_\_\_\_

Effective Dates: \_\_\_\_\_ Location of Internship: \_\_\_\_\_  
Start Date End Date City State

Is this a paid internship? Yes No

Purpose of internship: To acquire data to be used in dissertation research  
To learn techniques to be used in dissertation research  
To gain practical experience using the methodology of my research  
To get exposure to a potential field of employment following graduation

Course Registration (select one): None (attach leave of absence request)  
(see course descriptions on reverse) GSAS 901c Pre-Candidacy Applied Research Experience  
GSAS 902c Post-Candidacy Applied Research Experience

**PLEASE ATTACH THE FOLLOWING DOCUMENTS (AS ONE COMBINED PDF, IF POSSIBLE):**

- A one-page statement describing the nature of the internship and work to be done, and how this experience will advance the dissertation research or is integral to your doctoral studies. Include the location where the work will be performed and contact information for the period of the internship.
- A copy of the internship offer letter.
- If the employer restricts in any way your right to use or publish data produced during the internship, attach a copy of the employer's intellectual rights or proprietary data agreement.
- This completed application form (if possible, remove any password protection, so that it is editable).

**Terms and Conditions:**

- Students remain registered during the internship; their academic 'clock' does not stop. They retain all privileges and responsibilities of a Yale GSAS student.
- Students are limited to two internships.
- Internships designed primarily to expose students to potential fields of employment will not be permitted until a student has been admitted to candidacy.
- International students must meet the requirements for either CPT or OPT.

**I have read and understand the terms and conditions of the internship policy:**

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note that an e-mailed approval from your DGS and Adviser, included in this completed packet, would suffice in lieu of signatures, if easier.**

I recommend approval of this internship: Yes No

DGS's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dissertation Adviser's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dean's Decision: A Approve Deny

Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT YOUR ENTIRE, COMPLETED PACKET TO [gsasadministrativedean@yale.edu](mailto:gsasadministrativedean@yale.edu). If possible, combine it into one PDF.**

## **COURSES**

The Graduate School offers two courses, GSAS 901c and GSAS 902c, to support summer training through practical internships. Students will register for these courses as part of the internship approval process and not through the typical online or paper registration processes:

### **GSAS 901c Pre-Candidacy Applied Research Experience**

**Allegra di Bonaventura**

The purpose of this course is to provide students with the opportunity to gain practical experience in research. This experience provides a basis for developing a dissertation thesis prospectus that addresses significant research questions. (1 credit; SAT/UNSAT).

### **GSAS 902c Post-Candidacy Applied Research Experience**

**Allegra di Bonaventura**

The purpose of this course is to provide students with the opportunity to perform dissertation research or to gain practical experience using the methodology or results of their dissertation research. Prerequisite: completion of one year of the PhD program, admission to candidacy, and approvals from dissertation adviser and DGS (1 credit; SAT/UNSAT).

## **INTERNATIONAL STUDENTS**

International students in F-1 or J-1 status need to gain permission to work from OISS prior to the start of the internship. Please contact [luca.lipparini@yale.edu](mailto:luca.lipparini@yale.edu) at OISS to schedule an appointment. Bring a copy of this approval form with you for your appointment at OISS.

## **ALL STUDENTS**

Please add to your calendar a reminder to e-mail to your DGS your post-internship report (usually in September) which should contain details of how your summer internship progressed and whether the aims of your internship were met (one page is fine). Your DGS should then grade your post-internship report as SAT or UNSAT and e-mail the grade to [gsasadministrativedean@yale.edu](mailto:gsasadministrativedean@yale.edu) so that it may be added to your transcript. Please follow-up with your DGS to ensure the grade is e-mailed.