



**YALE UNIVERSITY**  
**GRADUATE SCHOOL OF ARTS AND SCIENCES**

*Request for Summer Internship and Summer Course Registration*

**To be completed by the student (please save before printing):**

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 to gain exposure to a potential field of employment.

Name: \_\_\_\_\_ SID: \_\_\_\_\_  
Last First 9 digits, starts with 9, see ID

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

Name of Company or Internship Opportunity: \_\_\_\_\_

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

Is this a paid internship? Yes No If yes, how much funding is provided? \_\_\_\_\_

- 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:**

- 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 for the internship.
- A copy of the internship offer
- If the employer restricts in any way a student's right to use or publish data produced during the internship, attach a copy of the employer's intellectual rights or proprietary data agreement.

**Terms and Conditions:**

- Students on paid internships forfeit their Yale summer funding.
- 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. Additional internships will require a Leave of Absence.
- Internships will only be approved between June 1st and the start of the fall term. Internships that overlap the fall and spring semesters will not be approved without a leave of absence.
- 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 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit to the Director of Graduate Studies:**

I recommend approval of this internship: Yes No  
 DGS Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Dissertation Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit to the Dean:**

Dean's Decision: Approve Disapprove  
 Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### ATTENTION 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 Monica Weeks at OISS to schedule an appointment. Bring a copy of this approved form with you for your appointment at OISS.

### Summer Courses

The Graduate School offers two courses, GSAS 901c and GSAS 902c, to support summer training through practical internships. For the summer of 2017, 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    Richard Sleight**

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. Students work with a faculty mentor to select a suitable placement for the summer internship. A one-page description of the student's research plan will be submitted to the DGS at least three weeks prior to starting the program, for approval within two weeks. Upon completion of the internship, a written report of the work must be submitted to the DGS no later than October 1. Prerequisite: completion of one year of the Ph.D. or Master's program; approval of DGS (1 credit; Sat/Unsat)

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

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. Students work with a faculty mentor to select a suitable placement for the summer internship, and submit a one-page description of the student's research plan to the student's dissertation advisor and DGS at least three weeks prior to starting the program, for approval within two weeks. Upon completion of the internship, a written report of the work must be submitted to the advisor and DGS no later than October 1. Prerequisite: completion of one year of the Ph.D. and Admission to Candidacy; approval of dissertation advisor and DGS (1 credit; Sat/Unsat)