Department of Economics

Request for Approval of Internship for Academic Credit Form
(ECN 92, ECN 192)

To be completed by the student:

1. Submit offer letter from your employer with the following required information:
   a. Job title
   b. Start and end dates
   c. Internship duties
   d. Paid or Unpaid
   e. Hours per week

2. Complete Request for Approval of Internship for Academic Credit form (this document).
   a. Must be submitted by the 20th day of instruction to be considered for the current term.
   b. For Summer Sessions, must be submitted by the 10th day of instruction to be considered for the current term.

3. Submit both offer letter and form via email to eheadvisingcenter@ucdavis.edu.
   a. If requesting CPT approval, please state this in your email and an advisor will reach out to you with further information.

4. Fulfill all contractual obligations agreed upon with faculty advisor, including submission of required report or research paper one day before finals week begins via email. (Unit rubric and corresponding paper requirement below).

Upon approval from the faculty advisor, the Advising Office will issue your CRN to enroll in ECN 92 or ECN 192 for the academic term. Students are eligible for 6 units total, across all quarters.

To be completed by the student (REQUIRED):

Name: ___________________________________ Quarter/Year for Internship: ____________
Student ID: ______________________________ Major(s): __________________
Email: ___________________________________ Phone: _______________________
Internship Location: _________________________________________________________
Internship Position: _________________________________________________________
Number of Hours per week: ________ Number of Internship Units Already Received: __________

Describe how this internship is related to an economics-related field: (Additional paperwork may be attached). Applications without a description or offer letter from the employer will not be accepted.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

July 5, 2022
To be completed by the faculty advisor and advising office:

Criteria needed for awarding a passing grade:

<table>
<thead>
<tr>
<th>Select One</th>
<th>Credits</th>
<th>Hours per week working as intern</th>
<th>Other requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Unpaid: 3-5 Paid: 5+</td>
<td>5-7 page report describing how concepts and practices learned during the internship relate to economic theory or econometric techniques learned in regular Economics coursework</td>
<td></td>
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<tr>
<td>2</td>
<td>Unpaid: 6-8</td>
<td>5-7 page report describing how concepts and practices learned during the internship relate to economic theory or econometric techniques learned in regular Economics coursework</td>
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<tr>
<td>3</td>
<td>Unpaid: 9-11</td>
<td>Internship with a heavy research and educational component, plus a 10-page research paper containing at least 10 fact-checked citations (not blogs or Wikipedia), a full formal bibliography, and proper citations (Chicago or MLA). Page count does not include bibliography. <strong>GPA of 3.0 or higher</strong></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Unpaid: 12+</td>
<td>Internship with a heavy research and educational component, plus a 15-page research paper containing at least 10 fact-checked citations (not blogs or Wikipedia), a full formal bibliography, and proper citations (Chicago or MLA). Page count does not include bibliography. <strong>GPA of 3.0 or higher</strong></td>
<td></td>
</tr>
</tbody>
</table>

Number of ECN 92, 192 (circle one) unit(s) issued: _________ CRN: ___________
Date Issued: ________________  Initials of Advisor: _________

__________________________  _______________________ 
Instructor Signature/Date                          Department Chair Signature/Date