



The Evergreen State College
Academic Advising
Olympia, WA 98505
(360) 867-6312

Employment Related Internship (ERI) Information Sheet

Last First M.I. Evergreen Student ID #

Student's Phone # Student's e-mail address

Current Job Title Employing Organization (include department or division, if applicable)

Years/Months with Organization # Years/Months in Current Position

Name, Title, Telephone and E-mail for current supervisor

Name, Title, Telephone and E-mail for internship field supervisor (if different)

ERI's are approved for one quarter at a time. This packet must be updated each quarter you plan to conduct such an internship where you work. What is the anticipated length of your internship? _____ (number of quarters)

In addition to this form, the following documents will need to be submitted before the ERI can be reviewed:

1. Current job description signed and dated by immediate supervisor.
2. Statement from the student explaining how the proposed internship activities differ from the usual and ordinary responsibilities of his or her current position and should describe the types of new learning expected to result from those activities. The statement should also include how the ERI will relate to the student's academic objectives.

Please return to:

Academic Advising
The Evergreen State College
Library 2153
Olympia, WA 98505

For Academic Advising use only:

Reviewed by: _____ Approved: yes ___ no ___ For: _____
(Enter quarter approved)

Note: ERI internships are approved one quarter at a time to ensure new learning is occurring throughout the internship.