

MUSE Internship Placement Form

Please complete this form and return it to the MUSE office prior to beginning your internship. Scans of completed forms can be sent to museinfo@uic.edu.

Name: _____ **UIN:** _____

E-mail: _____

Internship Site: _____

Internship Address: _____

Supervisor at Internship: _____

Duration of Internship: _____ **to** _____

Anticipated Duties and Projects: _____

Student's Signature: _____ **Date:** _____

MUSE Director's Signature: _____ **Date:** _____

MUSE Internship Requirement:

To gain professional experience, students are required to complete an internship during their two years. Internship sites and projects must be approved by MUSE prior to the start date. A minimum of 160 hours is required. At completion, the intern supervisor will submit an evaluation letter, which students are responsible for securing. Students must also complete a five-page reflection on the internship experience to receive credit; this should be delivered to the MUSE director or program coordinator. Students register for the four-credit course AH 582 during either the fall or spring semesters even if the internship takes place over the summer.