

# Political Science 299: Undergraduate Internship

**Internship credit is available only for declared Political Science Concentrators.**

Political Science 299 allows political science concentrators to receive credit (**1 credit only**) for a full-time internship of at least **8 weeks** or the equivalent (**at least 320 hours**) in part-time work in an approved job or internship position that enriches the student's academic experience and/or allows the student to explore careers related to his/her academic studies. To receive credit, students must obtain approval for the proposed job or internship experience from a political science advisor and must submit a letter on company letterhead from the job or internship supervisor confirming the satisfactory completion of the work described in the internship application. Students must have their internship approved prior to beginning work. Students completing internships in the Spring/Summer terms should plan to enroll in 299 in the Fall term. Students are required to prepare a paper reflecting on the internship experience.

Political Science 299 **MAY NOT** be used to satisfy political science credits for the concentration. Political Science 299 will be evaluated as **credit/no credit**.

Term of completion of internship: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

ID#: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Expected days and  
Hours per week and  
Number of weeks: \_\_\_\_\_



After completing this form, bring it to the Political Science Department office, 5700 Haven Hall, and leave it to be reviewed by the advisors. Alternatively, email the completed form to [polsci-advisor@umich.edu](mailto:polsci-advisor@umich.edu).

The paperwork will be reviewed and you will be notified once the internship is approved. More information may be requested prior to approval.

Register for POLSCI 299

Obtain a letter (on company letterhead) from the employer confirming satisfactory completion of the internship.

Write a reflective paper connecting your internship to your Political Science concentration.

Further instructions for the paper and information on due dates will be issued once the internship is in process.