



CFA AR572 Internship Proposal

Boston University College of Fine Arts
School of Visual Arts

Students who have received an offer of a qualifying internship are eligible to be enrolled in CFA AR572 (2 units) upon completion of this proposal form.

Qualifying internship positions should:

- 1) Be related to the student's course of study or career goals
- 2) Include 80-150 hours of work over a span of 6-14 weeks
- 3) Feature mentorship by a supervisor at the internship site and opportunities for a student to develop their professional skills

The student's internship supervisor will work with the student on goals, learning objectives, and deliverables for the position, and will be asked to complete a final evaluation of the student's work.

To receive credit for CFA AR572, students must:

- 1) Complete the initial Internship Proposal form
- 2) Have initial and mid-point check-ins with the CFA AR572 instructor
- 3) Maintain a practice of documenting their work and reflecting on their experiences throughout the course of the internship
- 4) Complete a final presentation reflecting on what they have learned throughout the course of the internship

Students will receive a letter grade based on their final presentation and reflective documentation of their internship experiences.

Student Information

Name _____

BU ID _____

Email _____

Class Year _____

Major _____

Internship Information

Name + Address of Organization

Name + Contact Info of On-Site Supervisor

Work Schedule

CFA AR572 requires 80-150 hours over the course of 6-14 weeks.
Service falling outside of this range is subject to approval.

Internship Description

Description of Work and Relevance to Academic Experience

Goals/Learning Objectives

Deliverables/Final Products

Approvals

On-site Supervisor

Date

(Supervisor will be asked to complete an evaluation at the completion of the internship placement)

Student

Date
