**Independent Study | Academic Internship (AI) Supplement**

*Academic Internships must fulfill these requirements as well as the core guidelines.*

**General AI Guidelines**

Academic internships (AIs) allow students to combine an independent study with outside unpaid work experience while receiving standard course credit. In order to qualify for credit, the academic study and the internship must take place during the fall or spring semester and the student must work with the host agency for 8-10 hours per week. The internship must be complemented by a rigorous academic component, consisting of papers/projects, readings, and other media that would be used in a standard Brown course. This academic element should help students contextualize their experience, connect the internship to their studies at Brown, and provide a richer experience than an internship would alone. The student should meet regularly with both the Agency Sponsor and the Brown Faculty Sponsor to ensure that they are supported well and that they can continuously connect theory and practice. The required final paper or project should help to integrate the internship experience with the rest of the student’s academic course of study. Participating students bear major responsibility for both planning and carrying out the academic internship. The Faculty Sponsor advises the project and ultimately evaluates the student's work.

**AI-Specific Requirements**

1. **Connection to Academics**
	* Students should include with the Core Application a 1-2 paragraph description of the connection between their internship and their broader academic career and goals at Brown.
		1. The description should identify relevant coursework/concentrations completed or in process, and explain how the internship could inform future work, such as a capstone or thesis.
		2. Students are strongly encouraged to enroll in relevant classes at Brown in the same semester they complete the AI. Possible complementary courses should be identified in the statement of connection.
2. **Reading Requirement**
	* AIs are expected to include 50-100 pages of reading per week, or other comparable assignments.

 **Independent Study | Academic Internship Agency Sponsor Statement**

*This form must accompany any Brown Academic Internship proposal.*

**Name of Student:**

**Agency Sponsor Name, Title, Organization:**

*Please take as much space as needed to answer the following questions:*

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| What skills, experience, and/or academic **background** are prerequisite to the successful completion of this internship? |
| Please describe your discussion of the internship with the student. What is your understanding of the **academic questions** the student wishes to bring to the work of the internship and the ways these questions will be addressed? |
| Please estimate the amount of time you expect to devote to the **supervision** of this project and the manner in which the time will be allotted. Please be as specific as possible. |
| What **benefits** do you expect to accrue to the agency from participation in this project? |
| Please describe your discussion of the internship with the **Faculty Sponsor**. Are the Faculty Sponsor’s expectations regarding the nature of this internship consistent with your own? |
| How will you **evaluate** the intern's performance on the job? How will you communicate your evaluation of the student's work to the Faculty Sponsor? Please be specific. |

**Independent Study | Academic Internship Agency Sponsor Commitment**

*This signed form must accompany the Agency Sponsor Statement.*

I understand that the primary goal of this internship is to provide the student with an educational experience linked to the student's academic interests. I shall cooperate with the student's Faculty Sponsor in helping to realize both the primary academic objectives as well as those of this host organization. I am satisfied that this student is adequately prepared to benefit from participation in this project. I will assume the responsibilities of continued supervision of the student and help the Faculty Sponsor in their final evaluation of the Academic Internship.

To the extent that an intern's activities involve access to private records and/or confidential procedures, my signature below affirms that proper measures will be taken to secure informed consent on the part of the agency’s clients.

The host organization agrees to indemnify and hold harmless Brown University from and against all claims for property damage or personal injury or otherwise that may result directly or indirectly from the acts or omissions of the student intern which are under the direction, supervision, or control of the agency, to the extent authorized under the Constitution and laws of the state where the agency is located.

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| **Agency Sponsor’s Signature** |  | Date: |  |
| Agency Sponsor’s Title: |  | Organization: |  |