



Certificate Internship Confirmation

Students who are pursuing a certificate in Nonprofit and Social Innovation must complete a minimum 200-hour internship in the not-for-profit sector. Confirmation can be granted no later than 90 days after the completion of the internship by the Certificate Coordinator. A supervisor's signature OR confirmation on company letterhead is required

Please complete this form and return it to the Certificate Coordinator in 340J Wehner or send a scanned copy as an attachment. An email will be sent to the student's TAMU email address from the UPO as confirmation of receipt.

STUDENT INFORMATION

Name: _____ UIN: _____
 TAMU Email: _____ Phone: _____
 Major: _____ GPA: _____ Expected Graduation Date: _____

INTERNSHIP INFORMATION

Company: _____ Position Title: _____
 Internship Dates: _____ (If still employed, hours worked per week: _____)
 Total number of hours worked: _____ Percentage of work related to certificate subject: _____
 Description of duties: _____

SUPERVISOR INFORMATION

Name: _____ Title: _____
 Email: _____ Phone: _____

 Supervisor's Signature **OR** attached confirmation Date

I hereby state that I have met the internship requirements required by the Mays Business School to earn a certificate.

 Student Signature Date

Internship information has been confirmed by the Certificate Coordinator

 Academic Advisor Date