**To be completed by lab staff**.

Name of prospective Student Intern:

Is the individual under the age of 18? 🞎 Yes 🞎 No

(Student Interns must be at least 16 years of age. Those between 16 and 18 years of age are required to complete department forms for minors, e.g. Minors in Laboratories Consent Form.  Minors are not permitted to work directly with live animals without prior approval from the Vet, Karen Kreuger)

Describe the Student Intern’s assignment and how the Student Intern’s work will not displace the work of paid employees:

The Student Intern understands he or she will not be paid for the internship, nor has the Student Intern

been promised any job at the end of the internship by any department staff. 🞎 Yes 🞎No

The length of the internship will not exceed the time needed for the Student Intern to benefit from the

learning experience. 🞎 Yes 🞎 No

The Student Intern will attend all required safety training for the department. 🞎 Yes 🞎 No

Research animal contact. 🞎 Yes 🞎 No

**To be obtained from prospective student intern**.

Name of Academic Institution:

Contact information for Academic Advisor

Name:

Phone:

Email:

Is the prospective student intern currently enrolled as a student? 🞎 Yes 🞎 No

*Both criteria below must be met before issuance of an associated personnel badge, as this information is reviewed by HR.*

1. Is the prospective Student Intern enrolled in an academic program in which the Department has a signed Educational Program Agreement OR obtained a letter from the Registrar’s Office or Academic Advisor on school letterhead stating he or she is not on academic probation and in good standing.
2. In order to establish the student internship is related to a bona fide educational opportunity, the student must provide one of the following:

 Degree and Class for which the Student Intern will earn academic credit through this internship.

Or

 If the internship will not result in academic credit toward a Degree, the student must provide a letter from a teacher or academic advisor, on school letterhead, detailing how the internship will be beneficial for the Student Intern’s studies.