

10/5/94

GUIDELINES FOR INTERNSHIPS IN DANCE AND THEATRE

1. Must be enrolled in at least 1 credit hour at UNC Charlotte (not including the credit for the internship, except in the case of post-baccalaureate work).
2. Students with Junior or Senior standing will be given priority.
3. Credit will be determined by the faculty in relation to the scope of the project. Number of credit hours will be affected by the projected number of actual work hours.
4. Criteria for internship approval:
 - a. quality of the proposal
 - b. student's past achievement and/or educational needs
 - d. availability of appropriate internship site and supervisor
 - c. evidence of appropriate preparation for specific internship requirements
5. **DEADLINES FOR PROPOSAL SUBMISSION:** Students should submit their proposal prior to pre-registration or as soon as initial internship negotiations are complete.
6. Internships CANNOT be used as a substitution for an existing course in the curriculum.
7. Procedures for submitting a proposal are as follows:
 1. Student secures a faculty advisor who, with the chair, negotiates internship opportunity
 2. Student gets "Internship " form from the office
 3. Student completes the form in consultation with the advisor
 4. Advisor submits the form to the Chair
 5. Chair reviews and distributes copies to all faculty
 6. Faculty send comments to advisor for proposal revision
 7. Final draft of proposal is discussed and voted upon in faculty meeting with sign off sheet completed at that time