UNK CAREER CENTER
College of Business & Technology

Intent to Intern Form
Purpose: Declare your intention to enroll in an internship course. Must type.

STUDENT INFORMATION

Name _____   Today's Date _____

UNK Email _____   Student ID _____

Hometown _____   Telephone _____

Major(s)/Emphasis _____   Minor(s)_____

Expected Graduation (Month/Year) _____   Advisor _____

Semester & Year of Internship_____   Your Catalog Year _____

Internship Course _____   Number of credit hrs for internship (3 or 6) _____
   (ex. ACCT 475, ITEC 475, SCM 476)

APPLICATION REQUIREMENTS

Attach your ONE-PAGE resume to this form. Resume review is available at the Career Center.

GPA Prerequisite - Check the course catalog for GPA prerequisite for your major. Please list the following:

Credit Hours Completed (not including current semester)_____   Overall GPA_____   Major Comprehensive Core GPA_____

Attach your full 4-page degree audit from MyBlue to prove you have met GPA and course prerequisites.

Course Prerequisites – Choose your major/emphasis below and write one of these letters by each course. See course catalog for additional prerequisites. If you are a Business Administration major with no emphasis, choose your *internship area* below.

C = Completed   **E** = Enrolled   **P** = Planned Prior to Internship

☐ Accounting   ACCT 250 _____   ACCT 251 _____   ACCT 350 _____
☐ Agribusiness   ECON 270 _____   ECON 271 _____   list six credits AGBS/ECON 300-400_____
☐ Computer Sci/Applied Computer Sci   CSIT 330 _____ or CSIT 441 _____
☐ Construction Management   ITEC 308 _____   ITEC 212 _____   ITEC 250 _____   ITEC 312 _____   ITEC 370 _____
                                          200 hrs of construction experience or associates degree in CM___ (attach verification form)
☐ Cyber Security Operations   CSIT 330 _____
☐ Early Childhood & Family Advocacy   List 15 credits of TE and/or FAMS core courses (not 151 & 351)_____
☐ Economics   ECON 270 _____   ECON 271 _____   list six credits AGBS/ECON 300-400_____
☐ Family Science   List 15 credits of FAMS core courses (not 151 & 351)_____
☐ Finance   FIN 308 _____
☐ Healthcare Management   MGT 301 _____   MGT 355 _____   MGT 440 _____ or MGT 441 _____ or ECON 410 _____
☐ Industrial Distribution   ITEC 308 _____   ITEC 353 _____
☐ Information Networking & Telecom   ITEC 345 _____
☐ Information Technology   CSIT 380 _____ or CSIT 425 _____
☐ Interior & Product Design   IPD 310 _____   IPD 320 _____   IPD 446 _____
☐ International Business   MKT 430 _____ or MGT 330 _____ or ECON 430 _____
☐ Management   MGT 301 _____ or MGT 355 _____
☐ Management Information Systems   MIS 302 _____
☐ Marketing   MKT 300 _____
☐ Supply Chain Management   SCM 317 _____

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Please deliver or email completed form and attachments to one of the following:
Janice Woods, Associate Director of CBT Career Center | West Center 157W | woodsje@unk.edu
Brenda Jochum, Associate Director of CBT Career Center | West Center 153W | jochumb@unk.edu