**Earth Systems Program**

**Internship Proposal and Request for Approval**

This form should be used to request approval for an internship that you have secured to count for your Earth Systems internship requirement. *Note: you should request approval for your internship prior to starting work by doing the following:*

* Visit the Earth Systems website to learn more about the internship requirements: <https://earth.stanford.edu/esys/earth-systems-internship>
* Complete this form with all relevant information about your proposed internship.
* Turn in this form to Anahid Babekian via e-mail ([anahids@stanford.edu](mailto:anahids@stanford.edu)) or in person (Y2E2, Room 127). Once your internship has been approved, you will be notified by Suki Hoagland.

**Student name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **E-mail address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Earth Systems Track:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *If there are questions about your proposal, Earth Systems will contact you for clarification.*

**Please provide the name, location, and background information on the group/company/program with whom you plan to work:**

**Will you be participating in an organized fellowship/internship program (such as a MAP Fellowship, the SESUR Program, SIW, etc.):**

**What are the approximate dates and time commitment for your interhsip? (*Please note that the ES Internship requires a minimum of 270 hours.)***

**Will you be participating in any international travel as a part of your internship? *(If so, please note that you must complete the international travel registry through the Office of International Affairs*** [***https://international.stanford.edu***](https://international.stanford.edu) ***)***

**Who will be your mentor/Supervisor for your internship and what is the role of your mentor in the organization? this is typically the person overseeing your work and/or the person you will be reporting.**

**What is the focus of your internship and how is it relevant to your Earth Systems interests?**

**Specifically, what will your responsibilities be and how do you intend to carry them out?**

**How will your work contribute to the overall mission of your organization?**

**Student:**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ES Approval:**

Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_