

Practicum Pre-Approval Application

Undergraduate Program in Sustainable Development

Form to be completed for permission to enroll in SDEV 3998

With departmental approval, Sustainable Development Majors and Special Concentrators may substitute an internship or independent study for the practicum requirement. To be eligible, you must: 1) have your internship or independent study project pre-approved by the SDEV program directors by submitting this form and responses to the questions below; and 2) enroll in the SDEV UN3998 Independent Study course during the same semester you undertake the internship/project OR the semester immediately following the completion of the internship/project. At the end of the semester you are enrolled in SDEV 3998, you will submit an additional [application](#) to cshimkus@ei.columbia.edu. If you have successfully completed the application and received a passing grade, your internship/project will fulfill the practicum requirement.

Please note:

- Only unpaid internships/independent studies are eligible for Practicum credit
- Internship tasks should be substantive in nature and allow you direct exposure to meaningful work being done at the organization. Internships that are strictly administrative (i.e. photocopying) are not eligible.

Name: _____ UNI: _____

Major Special Concentration Expected Graduation: _____

Internship/independent study project title: _____

Internship organization: _____

Direct Supervisor's Information (*If you had multiple supervisors, please attach all supervisors' full information.*)

Name: _____ Title: _____

E-mail: _____ Phone number: _____

Estimated hours per week that you will work? _____

Estimated total hours you will work? _____ (NOTE: 42.5 hrs = 1 credit; 85 hrs = 2 credits)

Approximate dates for your internship/independent study: ____/____/____ to ____/____/____

I confirm that the internship/independent study is unpaid

Application Response Questions

Please select internship or independent study below and on an attached page, please respond to the questions. *NOTE: Your application should be no more than one page in length.*

Internships

1. How does the work of the organization/company relate to sustainable development?
2. What will your responsibilities be (i.e. tasks/deliverables)?
3. Please describe how the internship complements your sustainable development studies and post-graduation goals.

Independent Study Projects

1. Please provide a project outline detailing the research question and proposed methods.
2. How does the project relate to sustainable development?
3. Please describe how the independent study complements your sustainable development studies and post-graduation goals.

FOR DEPARTMENT USE ONLY:

Pre-approved NOT Pre-approved Date: ____ / ____ / ____