

**Human Relations Administration**

**Internship Eligibility Form**

**(For Catalog Year 2017 and later)**

This form should be completed with your academic advisor and submitted to the Internship Coordinator. Final internship approval is contingent upon the successful completion of all required courses. Failure to meet minimum requirements may result in the revocation of the approval. Failure to meet GPA requirements may result in the cancellation of the student’s eligibility.

Name: Student ID#:

Expected Grad. Term: Requested Internship Semester:

Current overall GPA (2.5 min. required\*\*): Current Major GPA (2.75 min. required\*\*):

Address:

Cell: ( ) UD Email:

|  |  |  |  |
| --- | --- | --- | --- |
| Internship Eligibility Requirements  (Requires grades of C- or better) | Term completed | Grade Earned | Expected Completion Term |
| **HR Admin Core** | | | |
| HDFS 201: Lifespan Development |  |  |  |
| HDFS 202: Diversity and Families |  |  |  |
| HDFS 339: Adult Development and Aging |  |  |  |
| HDFS 333: Development of Human Relationships |  |  |  |
| HDFS 334: Experiential Education |  |  |  |
| HDFS 316: Learning and Personnel Development◊ |  |  |  |
| HDFS 428: Diversity and Inclusion in Human Relations◊ |  |  |  |
| COMM 301 or HDFS 328 (only one needed) |  |  |  |
| COMM 212: Oral Communication in Business |  |  |  |
|  |  |  |  |
| **BUAD electives** (minimum of 9 credits completed prior to the internship) | | | |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
|  |  |  |  |
| **Counseling Elective** (minimum of 3 credits completed prior to the internship) | | | |
| 1. |  |  |  |
| 2. |  |  |  |
|  |  |  |  |
| **eLearning Elective** (3 credits completed prior to the internship) | | | |
| 1. EDUC 411 OR EDUC 456 |  |  |  |

Student Signature: Date:

Advisor Signature: Date:

Internship Coordinator Signature: Date:

NOTE: Any change in expected graduation term, internship semester, restricted electives or developmental elective within area of interest requires the submission of a new or revised “Approval of Restricted Electives” form. Failure to do so may impact graduation term.

\*\* Students with Major GPA below 2.75 must petition for admittance into the HRA Internship. Students may not petition if their Major GPA is below 2.5 or if their Overall GPA is below 2.0.

◊ Only one from HDFS 316 and HDFS 428 need to be completed prior to the internship semester.