# Field Placement Internship Description

**UC Santa Cruz Economics Field Study Program**

**Santa Cruz, CA 95064**

**Please complete all fields and return to:**

econintern@ucsc.edu

**Internship Job Title**:

**Number of Positions:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Business/Organization**:

**Address (Street, City, Zip Code):**

**Field Study Supervisor:**

**Supervisor Title:**

**Phone:**

**Email:**

**Website:**

**Career Field *(i.e. Administration, Business, Sales, etc.)*:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Describe the Business/Organization:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Internship Description and Responsibilities:**

**Qualifications Required (--i.e., skills, prior specialized course work or work experience, etc.):**

**Training Provided:**

**Hours/Week:**

*Students are required to work the following internship hours per week across the 10-week quarter. These hours correspond to the field study’s academic credit value.*

**Example**: If a student is enrolled in a 5-unit field study, they must work a minimum of 12 hours per week and a maximum of 14 hours per week.

|  |  |
| --- | --- |
| Academic Credits | Hours Worked/Week at Internship |
| 2 | 5-6 |
| 5 | 12-14 |
| 10 | 24 |

**Will there be compensation? Yes\_\_\_ No\_\_\_**

*If yes, please specify hourly wage or wage range:*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application Process:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please attach/add any additional information that would be useful:**

**Is this internship seasonal?** **Yes\_\_\_ No\_\_\_**

*If yes, for which quarters it should be available?* **Fall\_\_\_ Winter\_\_\_ Spring\_\_\_ Summer\_\_\_**

Once approved, we will add your listing to our online Economics Field Study Program database. This site is only accessible to UC Santa Cruz economics major students who’ve been pre-screened and approved to enroll in internships for course credit. Once a student secures an internship with your organization, the following will be required:

* Field Study Contract Signature (student will provide form)
* Online evaluation of the student's performance at the end of the quarter

(Field Study Coordinator will email form)

**FOR MORE IMPORTANT INFORMATION PLEASE VISIT:**

[**https://economics.ucsc.edu/academics/undergraduate-program/field-study/fs-employer-info.html**](https://economics.ucsc.edu/academics/undergraduate-program/field-study/fs-employer-info.html)