



Career Center

The University of Texas at Dallas

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INTERNSHIP LISTING FORM

SUBMITTING THIS INTERNSHIP LISTING CONFIRMS YOU ARE AN EQUAL OPPORTUNITY EMPLOYER

COMPANY INFORMATION:

Name: _____ Date: _____

Street: _____ City: _____ State/Zip: _____

WEB Site Address: _____

Company Description: _____

CONTACT PERSON:

Name: _____ Title: _____

Department: _____ Fax: _____

Email Address: _____ Phone Number: _____

POSITION INFORMATION:

Semesters (please select each): SINGLE MULTIPLE FALL SPRING SUMMER

Title: _____ Hours Per Week: _____ Wages Per Hour: _____

of Positions: _____ Job Start Date: _____ Job End Date: _____

Position Description/Duties _____

Required skills/qualifications

(Please attach an additional sheet if more space is needed for description/qualifications.)

Application Method: [] Check here if you are okay with students submitting resumes to contact person through UTD CareerWorks system

[] Alternate application method: _____

Application Deadline: _____

(If not specified, internship positions will be posted for 60-90 days. Employers can close positions when filled or extend deadlines as needed.)

ELIGIBILITY CRITERIA:

Preferred Majors: _____

[] Check here if you ONLY want to consider the majors listed above

Citizenship Status: US Citizens US Permanent Residents International Students (F-1)

Preferred Academic Level: FRESHMAN SOPHOMORE JUNIOR SENIOR GRADUATE DOCTORATE

[] Check here if you ONLY want to consider the academic levels selected above

Minimum GPA: _____ (fill this out if you ONLY want to consider students with this GPA or higher)

INTERVIEWS: On Campus (If you select this option, we will contact you re: details.)

At Employer Site