

## UTeach *Dallas* Intern Interest Form

### Internship Requirements:

1. Interns must turn in a plan sketching out the sequence of UTeach courses they intend to take up through graduation and Apprentice Teaching. Please list the semester for each course on pg 2 of this form.
2. Interns must have an overall cumulative **GPA of 2.75 or above.**
3. Interns must attend their UTeach Dallas classes on any day for which they claim internship hours. It is **NOT** acceptable to be too sick for class, but well enough to work on the same day.
4. Only one semester in the plan may include an internship without an UTeach Dallas class in the same semester.
  - For any semester that includes an internship and NO UTeach course, the UTeach intern must attend WeTEACH, our student organization, meetings.
5. Internships are available to Step 2 and higher level students.

**Name:** \_\_\_\_\_ **UTD ID:** \_\_\_\_\_

**UTD Email:** \_\_\_\_\_ **phone:** \_\_\_\_\_

**Seeking which certification?** \_\_\_\_\_

Do you have a cumulative GPA of 2.75 or above? Y or N

What UTeach class are you taking the semester of the internship? \_\_\_\_\_

Did you have an internship last semester? Y or N If yes, where? \_\_\_\_\_

Do you wish to continue with that same internship? Y or N

Have you had an internship with UTeach in the past? If so when/where? \_\_\_\_\_

Do you have another job on campus? Y or N If yes, where? \_\_\_\_\_

UTeach *Dallas* will attempt to match you with your first choice for internship site, but priority will be given to students who have been in the program longer. You will be contacted by email. Please check your UTD mail a consistent basis.

### **List your top two choices for internship this semester.**

1) Organization: \_\_\_\_\_

2) Organization: \_\_\_\_\_

Approximate number of hours you wish to work each week. \_\_\_\_\_

**(Total campus work hours cannot exceed 20 hours per week, most are not more than 10.)**

If your internship site does not work out for any reason or you can no longer meet your commitment, please contact Kim Distin at [kimd@utdallas.edu](mailto:kimd@utdallas.edu) **IMMEDIATELY.**

**DO NOT START WORK UNTIL YOU HAVE RECEIVED AN EMAIL FROM KIM DISTIN ASSIGNING YOUR INTERNSHIP.**

- ❖ Attach a copy of your class schedule, including other job hours, meeting dates, and/or any other conflicts with working. PLEASE make it very clear when you are AVAILABLE TO WORK.
  
- ❖ Once assigned a position
  - You **must** complete HR paperwork, and bring your **Social Security card** and **Drivers License/Government ID** with paperwork when you turn it in to Kim. That paper work is submitted to HR on certain scheduled dates. Once paperwork is processed you will be eligible to work.

**UTeach Dallas Course Schedule**

Please list the semester and year you completed/intend to take each of the following UTeach Dallas courses:

Step 1	_____
Step 2	_____
Knowing and Learning	_____
Classroom Interactions	_____
Perspectives	_____
Research Methods	_____
Project Based Instruction	_____
Apprentice Teaching	_____
Math Modeling*	_____

**Return this form to Kim Distin’s mailbox in FN 3.218.**