



Internship Request Form

Students interested in an Internship must have satisfied the following prerequisites:

- The student must have declared his or her Degree Program or Major.
- The student must be either a junior (3rd year, at least 60 earned credit hours) or a Senior (4th year, at least 90 earned credit hours).
- The student must be enrolled in a “470” (Internship) course while participating in the internship. Students must register for the “470” designation that is consistent with his or her Degree Program or Major.
- Enrollment in an internship course is restricted. Students must have permission from a faculty member who will serve as the internship supervisor to register for a 470 course designation. In most circumstances, the internship supervising faculty member is the student’s faculty advisor.
- The student must have a minimum grade point average of 2.0.
- The student is limited to a maximum of 6 credit hours of Internship. Only 3 credit hours may be applied toward any one Major if the Major requires an internship. If a student wishes to take another 3 credits of internship, the credits may be applied to another Degree Program, another Major, or towards a student’s free electives.

Step 1: Please provide the following information:

Student Name: _____
Last *First* *Middle*

Student ID Number:

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Semester: Fall Spring Summer Year:

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Part-of-term Full semester 1st Block 2nd Block

Identify the subject and section for which you wish to register:

Subject	Number	Section
	4 7	0

Instructor’s Name: _____
Last *First*

Credit Hours: (normally 3 credit hours. The student will also be billed for these credit hours)

Step 2: Please sign below and submit the completed form to the Office of the Registrar

Student’s Name & Signature _____/_____/_____
Date

Instructor’s Name & Signature _____/_____/_____
Date

Department Chair’s Name & Signature _____/_____/_____
Date

Office of the Registrar
American University of Kuwait
☎ Tel: + (965) 2224 8399 ext. 3164
☎ Fax: + (965) 2571 5891

RO USE ONLY:

Processed by: _____
(Initials)

Date: _____