

If a student has only partially completed the required internship hours and will be leaving the local area for the remainder of the semester, the first step should be for the student to see if the internship might be continued by performing tasks or completing projects that can be done remotely. Barring this possibility, the following information is provided as a possible strategy whereby a student could receive credit for the remainder of his/her internship by completing the following capstone project.

The Internship Alternate Completion Project consists of (1) a written report/reflection on the internship experience combined with (2) several practical activities designed to move you forward on the path to a career.

60% Internship Reflection Paper  
10% Activity Completion  
10% Activity Completion  
10% Activity Completion  
10% Activity Completion  
100%

Completed assignments should be submitted to your internship supervisor by \_\_\_\_\_.

Student will complete 3-4-page paper reflecting on the internship experience up to this point. The paper should follow the following structure:

*Section 1 - Introduction*

*Section 2 - What I did Description of internship*

*Section 3 - What I learned Benefits gained*

*Section 4 - What I will do next Next steps*

*Section 1: Introduction*

Your name, internship job title, company, dates of internship

About Me: Include your major, why you chose your internship, and your area of specialization (if any).

*Section 2:*