

Environmental Science Program Capstone Project Internship Advisor Agreement

Please submit the completed form to the Program Coordinator

Student Name (type or print): _____

Email address: _____ Phone: _____

Capstone Project Advisor (type or print): _____

Email address: _____ Phone: _____

Semester & Year of Expected Graduation: _____

Student-Advisor Meetings (frequency, or better, day of week & time): _____

Turn-around time (approximate time advisor will need to review drafts of proposal & paper): _____

Title of Capstone Project: _____

Brief description: _____

Offsite Internship Advisor (if applicable): _____

Email address: _____ phone: _____

Students & advisors: please see back of page for Capstone Internship Grade Scheme.

By signing below:

- The student agrees to conduct the project to the best of their abilities and with professionalism.
- The advisor/s and student agree to meet and consult throughout the project, as necessary.
- The on-campus advisor agrees to read, review, and grade two drafts of the final paper.
- The completed project will be presented in both written and oral formats. The finished paper and oral presentation will be presented to the Environmental Science Program Committee before the end of the capstone semester. Presentation at any other venue is at the discretion of the advisor(s).
- The student will keep one and distribute additional copies of this contract, once signed by all parties, to all advisors and to the Environmental Science Program Coordinator.

Student signature Date

On-campus Advisor signature Date

Off-campus Advisor signature (*if applicable*) Date

Program Coordinator signature Date

Capstone Internship Grade Scheme:

40% to be determined by the Capstone Advisor, in the following manner:

- 5% for Internship Proposal
- 5% for professional behavior
- 10% for Capstone Paper 1st Draft
- 20% for Capstone Paper 2nd Draft

60% to be determined by the Environmental Science Program Committee, in the following manner:

- 20% for Final Capstone Paper
- 20% for Final Capstone Oral Presentation
- 20% from Assessment by the Offsite Internship Advisor