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.

_________________________________________                    Date

Student signature

_________________________________________                    Date

On-campus Advisor signature

_________________________________________                    Date

Off-campus Advisor signature (if applicable)

_________________________________________                    Date

Program Coordinator signature
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