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:
   o The student agrees to conduct the project to the best of their abilities and with professionalism.
   o The advisor/s and student agree to meet and consult throughout the project, as necessary.
   o The on-campus advisor agrees to read, review, and grade two drafts of the final paper.
   o 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).
   o 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