

Ohio State ATI REQUEST TO MODIFY INTERNSHIP REQUIREMENTS

Internship at ATI is a special experience which serves as the core of each program curriculum. This occupational experience generally occurs in the middle of a student's academic experience. The internship experience provides a base for teaching technology as it relates to the workplace.

An internship experience differs from other work experiences in that an internship is coordinated by ATI personnel and requires an analytical report to meet the academic course requirements in addition to the work activity supervised by an employer. Variations of these requirements are occasionally necessitated to accommodate special circumstances such as self-employment.

Name _____ OSU ID Number _____

Primary Major _____ Specialization _____
(if applicable)

Second Major (if applicable) _____ Specialization _____
(if applicable)

Variation requested:

Academic Reason:

APPROVALS ARE REQUIRED PRIOR TO THIS REQUEST BEING PROCESSED.

All requests and approvals must be sent from OSU email accounts.

The student must:

1. Download this form and complete the top section
2. Do a Save As and name the file MODIFY and their last name (Example: MODIFY Jones)
3. E-mail the file as an attachment to their academic advisor(s); the appropriate division chair – Arts and Science and Business Technologies flad.1@osu.edu, Animal Sciences and Technologies thornton.5@osu.edu, or Plant Sciences and Engineering Technologies witter.7@osu.edu; the associate director – Carri Gerber (gerber.140@osu.edu); and Jill Gallion (gallion.9@osu.edu)

Each person must REPLY ALL giving their approval or disapproval.

The ATI Academic Affairs Office will then process the form and attach the completed form to an email to the student and approvers.

Entered DARS: _____

Initials: _____

Revised 08/2021