

RMIN 4800 Job Confirmation Form

Internship Guidelines:

In order to qualify for an internship, you must meet the following criteria:

- Be a Risk Management major with at least 60 earned hours prior to the term in which you will be working and enrolled for internship credit
- Have a minimum overall GPA of 2.5
- Have successfully completed RMIN 4000 with a grade of “C” or better

For an internship to qualify, it must provide:

- Relevant work experience in your area of study
- Compensation of at least \$8.00/hour
- At least 150 hours of work for 3 hours credit and at least 300 hours of work for 6 hours credit
- Employer evaluation

Internship Coursework Requirements (due after completing your internship):

(For specific information on the internship requirements, please refer to the course syllabus and supporting documentation. The information provided below is for reference purposes only.)

- Photograph of you with your employer’s sign
- One page summary (emailed and hard copy)
- Journal of daily activities
- Paper analyzing your employer and your activities during your internship
- Supervisor evaluation–You will receive a survey during your internship to help facilitate this evaluation

Please send completed form to David Eckles at (deckles@uga.edu)

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Reset Form

Student Information

- First Name: _____ Middle Name: _____ Last Name: _____
- UGA Email Address: _____
- UGA ID (81__ #): _____
- Major/Program _____
- RMIN 4000 Grade _____
- Overall GPA: _____
- Credit Hours Earned: _____
- I have read the RMIN 4800 syllabus and understand the requirements of the course, including the appropriate due dates. Yes No

Employer Information

- Company Name: _____
- Street Address: _____
- City: _____ State: _____ Zip: _____
- Contact Name: _____
- Email Address: _____

Internship Information

- Semester of Internship _____ Year of Internship: _____
- Internship Credit Hours Requested (3 or 6): _____
- Begin Date: _____ Year: _____
- End Date: _____ Year: _____
- Expected Weekly Work Hours: _____
- Expected Compensation: Dollars: _____ Per: _____
- This internship is: “In Person” Virtual
- I have verified that my employer will complete an evaluation: Yes No
- Internship Duties: Please list the job duties of the internship below. Be as specific as possible and use complete sentences. Do not use bulleted lists.