

MILGARD

SCHOOL OF BUSINESS

Internship Information Sheet

Employers should complete this form and email it to business@uw.edu

Company name	
Work site address	
Contact name	
Contact telephone	
Contact email	
Academic term	<input type="checkbox"/> Fall quarter, Sept-Dec <input type="checkbox"/> Winter quarter, Jan-Mar <input type="checkbox"/> Spring quarter, April-Jun <input type="checkbox"/> Summer quarter, Jun-Sept
Hours per week	<input type="checkbox"/> 3 <input type="checkbox"/> 6 <input type="checkbox"/> 9 <input type="checkbox"/> 12 <input type="checkbox"/> 15
Schedule is	<input type="checkbox"/> Flexible <input type="checkbox"/> Firm
Pay rate	\$_____/hour Stipend:_____ <input type="checkbox"/> Unpaid
Internship title	
Job duties	
Candidate requirements	
Special skills required	<input type="checkbox"/> Accounting <input type="checkbox"/> Finance <input type="checkbox"/> Management <input type="checkbox"/> Statistics <input type="checkbox"/> Marketing
Number of positions	
Student level	<input type="checkbox"/> Undergraduate <input type="checkbox"/> MBA
Application deadline	
Notification date	

The Milgard School of Business will provide application packets to you, the employer, for evaluation of prospective interns. Each application packet will include the applicant's cover letter, resume, and academic transcripts.