

## Graduate Internship Plan

The purpose of the internship is to use skills and knowledge acquired during graduate studies at McGill University in a practical way, preparing the intern for his/her integration in the employment market.

### Internship Site

Name of Organization

Internship Site Supervisor

Address

Telephone

Email

Supervisor's Title

Country

Website

### Student Intern

Name (Last/First name)

Department/Unit

Citizenship

Student ID

Telephone

Email

If not Canadian, are you a permanent resident of Canada?

Date of latest advisory/supervisory committee meeting (if in-course doctoral applicant):

Do you expect to make the initial submission of your thesis before the start of your internship?

If not, expected term of graduation (e.g Fall 2021):

### **PART 1: Overview of the Organization (Internship Site)**

Brief description of the overall mission of the organization.

### **PART 2: Internship Plan**

Briefly describe the intern's main duties. Bullet points are acceptable.

**PART 3: Internship Terms and Conditions**

Start date of the internship: \_\_\_\_\_

End date of the internship: \_\_\_\_\_

The maximum weekly working hours will be \_\_\_\_\_

Will the host organization be providing remuneration to the intern?  Yes  No

If so, please state the amount and type of remuneration:

**PART 4: Signatures**

*The undersigned confirm that they have discussed and agreed to the Internship Plan as presented in this document.*

**Organization**

**Student Intern**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**McGill Supervisor**

*(Required if in-course doctoral or Master's applicant)*

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PART 5: Graduate & Postdoctoral Studies Approval (For internal use only)**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date