



Chemical, Biological, and Materials Engineering
College of Engineering

University of South Florida
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Application for enrolling in ECH 5945/ECH4944: Industry Internship

Please complete this and email to Graduate or Undergraduate Advisor with letter from company offering you the industry internship experience.

Your name (Last, First)	
Student U number	
Date	
Your address (street, city, state, zip code)	
Email address	
Phone number	
Name of company	
Address of company	
Hours of work per week	
Hourly salary	
Starting and ending date	
Total hours expected at internship	
Total credits you would like to register for	
Name of Supervisor	

Email of supervisor	
Phone no of supervisor	
Expected duties and responsibilities	

I understand the implications of signing up for this course. I agree to provide a written report and PowerPoint presentation before the semester ends. The course will be graded as S/U. If completed successfully, it will count as a technical elective towards the degree in chemical engineering.

Your supervisor will be contacted after you submit your report to confirm that you have successfully completed this industry internship.

By submitting this application by email, I agree that I have read the requirements of the course and agree to meet those requirements.

Industry Internship: Report Requirements

A formal technical report is required at the end of the semester before the grading period ends. It must be submitted electronically on Canvas. In addition a PowerPoint slide presentation must also be submitted.

Report Format

The suggested format for the report is as follows:

1. Cover Page. Include your name, name of the company, dates of internship, date submitted
2. Summary (one page): Describe your internship in general terms. Focus on your learning experience.
3. Introduction (1-2 pages): Describe the company you worked for, their main products and services, location, the scope of their work etc. Then describe the specific task(s) that you were assigned to do. Describe the main outcomes of your effort.
4. Projects (Tasks) completed (2-4 pages): Describe the project or projects or tasks that you were involved in. Without divulging any company secrets describe the nature of your contribution. D
5. Learning (1-2 pages): Describe some of the skills and concepts that you learned as a result of this Industry Internship.
6. Conclusions (1 page): Describe your conclusions about this particular internship experience. What was good about it? What were some of the weaknesses of the experience?
7. References as applicable
 - a. Appendices if needed

PowerPoint Slides

Slide1: Introduce yourself, the company and dates

Slide2: Talk about the company

Slide3: Talk about the projects or tasks that you were assigned to do.

Slide4: Discuss the learning outcomes

Slide5: Conclusions and Recommendations