



INTERNSHIP APPLICATION
Department of Sociology

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SOCI 4739:
Internship in Applied Sociology

2017-2018

SAM HOUSTON STATE UNIVERSITY
A Member of the Texas State University System

Overview of Internship Process and Requirements

SOCI 4739: Internship in Applied Sociology

An Internship in Applied Sociology is designed to give students a supervised pre-professional experience applying sociological knowledge and research methods in a community-based, government agency or for-profit organizational setting. To that end, students will carry out applied sociology projects in the field.

Participation Requirements:

- Sociology major or minor
- Class rank of junior or senior
- Minimum 2.5 GPA
- Enrollment in SOCI 4739 Online during the semester of the internship

Internship Expectations:

- The ability to work approximately 10-12 hours per week for a total of 120 hours per semester
- Transportation to and from the work assignment
- A professional attitude, appearance, and desire to learn and work

Online Course Requirements:

- Weekly readings
- Bi-monthly discussions
- Completion of reflection essays and organizational reports

Application and Internship Process:

- Schedule an informal interview with the Internship Coordinator
- Receive internship assignment
- Contact employer and arrange meeting at agency
- Develop work schedule with internship agency
- Complete Internship Placement Agreement Forms
- Consistently meet work and course deadlines
- Submit Internship Assessment and Completion Forms

Application Checklist:

- Complete the Internship Application
- Complete the Internship Preference Form
- Submit an Unofficial Transcript
- Submit two reference letters (preferably a faculty member and an employer)



Sam Houston State University

Internship Application
SOC 4739: Internship in Applied Sociology

Please print clearly. Contact Dr. Melissa Tackett-Gibson with any questions regarding this application at (936) 294-4537 or by email at sociologyinternships@shsu.edu.

Date _____ Internship Semester: Fall Spring Summer

Student Information

Name _____ SAM ID# _____

DOB (mm/dd/yyyy) ____/____/____ SHSU Email _____

Home Phone _____ Cell _____

Current Mailing Address: Street _____

Apt _____ State _____ Zipcode _____

Emergency Contact

Name _____ Relationship _____

Email _____ Home Phone _____ Cell _____

or Work Phone _____

Mailing Address: Street _____

Apt _____ State _____ Zipcode _____

Primary Physician _____ Phone _____

Academic Experience

Major _____ Minor _____

Current SHSU Overall GPA _____ Major GPA _____ Minor GPA _____

Courses completed:

	Course	Final Grade
<input type="checkbox"/>	SOCI 1301 Principles of Sociology	
<input type="checkbox"/>	SOCI 2399W Writing in Sociology	
<input type="checkbox"/>	SOCI 1306 Social Problems	
<input type="checkbox"/>	SOCI 3443 Social Statistics	
<input type="checkbox"/>	SOCI 4340 Research Methods in Sociology	
<input type="checkbox"/>	English composition of technical writing	
<input type="checkbox"/>	Public Speaking (University level)	
<input type="checkbox"/>	Other Research Methods Courses _____	
<input type="checkbox"/>	Courses with an ACE designation (List) _____ _____ _____	
<input type="checkbox"/>	Human Services Minor Courses (COUN) _____ _____	
<input type="checkbox"/>	CRIJ 4336 Understanding Human Behavior	
<input type="checkbox"/>	CRIJ 4370 Interviewing and Counseling	
<input type="checkbox"/>	CRIJ 3000-4000 Level Victimology Courses	
<input type="checkbox"/>	Other courses relevant to work in a professional setting: _____ _____ _____ _____	

Internship Objective/Career Goals: *Briefly describe what you hope to gain from the internship in relationship to your career goals, including plans to attend graduate school. Include any special areas of sociology or community services that interest you.*

Work Experience: *Briefly describe any experiences you have in community service and/or in applying sociological skills in the workplace.*

Other Employment or Volunteer Experience: *Briefly describe any other work or volunteer experience that you have.*

Special Skills: *Please list any special skills that you possess such as language proficiency other than English, research skills, skills in computer applications, etc.*

Include two reference letters (preferably from a faculty member and an employer), and a copy of your unofficial transcript with this application.

Please submit your completed application to:

Mailing Address

Department of Sociology
Sam Houston State University
Attn: Dr. Melissa Tackett-Gibson
Box 2446
Huntsville, Texas 77341-2446
Phone: 936.294.1942
Fax: 936.294.3573

Physical Address

Department of Sociology
[CHSS Building](#)
1901 Avenue I, Suite 270
Huntsville, Texas 77341

Online application available at:

<http://www.shsu.edu/academics/sociology/internships>

Internship Placement Preference Form SOCI 4739: Internship in Applied Sociology

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Student Information

Name _____ SAM ID# _____

SHSU Email _____ Home Phone _____ Cell _____

Agency Preferences: Select four categories of agencies that you are interested in interning. Rank agencies in terms of your level of interest.

Select	Agency Type	Rank (Please Circle)
<input type="checkbox"/>	Advocacy and Lobbying Groups	1 2 3 4
<input type="checkbox"/>	Colleges/Universities	1 2 3 4
<input type="checkbox"/>	Community Service Organizations	1 2 3 4
<input type="checkbox"/>	Elder Service Agencies and Retirement Communities	1 2 3 4
<input type="checkbox"/>	Elementary, Middle and Secondary Schools	1 2 3 4
<input type="checkbox"/>	Family and Child Services Agencies	1 2 3 4
<input type="checkbox"/>	Foundations (Corporate and Privately Financed Community Service Agencies)	1 2 3 4
<input type="checkbox"/>	Government Agencies – Federal	1 2 3 4
<input type="checkbox"/>	Government Agencies – State or Local	1 2 3 4
<input type="checkbox"/>	Hospitals and Wellness Centers	1 2 3 4
<input type="checkbox"/>	Marketing Research and Public Relations Firms	1 2 3 4
<input type="checkbox"/>	Medical Advocacy or Community Health Agencies	1 2 3 4
<input type="checkbox"/>	Mental Health Service Organizations	1 2 3 4
<input type="checkbox"/>	Non-profit Organizations	1 2 3 4
<input type="checkbox"/>	Policy Analysis and Research Institutes	1 2 3 4
<input type="checkbox"/>	Public Opinion Research	1 2 3 4
<input type="checkbox"/>	Religiously Affiliated Organizations	1 2 3 4
<input type="checkbox"/>	Substance Abuse and Health Rehabilitation Centers	1 2 3 4
<input type="checkbox"/>	Other _____	1 2 3 4

Geographic Location of Internship: Select four geographic locations in which you are able to work. Rank the locations in terms of preference

Select	Location	Rank (Please Circle)
<input type="checkbox"/>	Austin	1 2 3 4
<input type="checkbox"/>	Bryan/College Station	1 2 3 4
<input type="checkbox"/>	Conroe/Montgomery County	1 2 3 4
<input type="checkbox"/>	Dallas/Fort Worth	1 2 3 4
<input type="checkbox"/>	Huntsville and Walker County	1 2 3 4
<input type="checkbox"/>	Downtown Houston (within Sam Houston Tollway - Beltway 8)	1 2 3 4
<input type="checkbox"/>	Northeast Houston (Humble Area)	1 2 3 4
<input type="checkbox"/>	Northwest Houston (Katy/Cypress Area)	1 2 3 4
<input type="checkbox"/>	Southeast Houston (Pearland/Baytown Area)	1 2 3 4
<input type="checkbox"/>	Southwest Houston (Sugarland Area)	1 2 3 4
<input type="checkbox"/>	San Antonio	1 2 3 4
<input type="checkbox"/>	Woodlands/Spring Area	1 2 3 4
<input type="checkbox"/>	Other _____	1 2 3 4

Do you prefer a rural or urban location?

- Urban
- Rural
- Suburban
- No preference

Travel and Special Needs: Please describe any special accommodations or needs you may have that should be considered when making an internship placement. These may include travel restrictions, disabilities, medical concerns, or other considerations. Any special needs identified will not be shared with an on-site supervisor without your expressed consent. The Internship Instructor will use this information solely for placement purposes.

Please submit your preference form to:

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 Huntsville, Texas 77341-2446
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