



Faculty Recommendation Form

STUDENT COMPLETES THIS SECTION: <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Grad Student				Student ID # _____
Name _____	Concentration/Program _____		Email _____	
Phone _____	Cell _____			
Signature _____			Date _____	

FACULTY MEMBER COMPLETES THIS SECTION

Internships and Cooperative Education are degree enhancing programs, designed to allow students to integrate classroom study with supervised, paid, full or part-time practical and professional work experience in their field. The program requires faculty participation and this faculty support is one of the keys to developing a strong Internship/Co-Op Program.

Faculty Member	Dept.	Campus Extension 8 -
Email Address		

Are you willing to recommend this student to employers as either an Internship or Co-Op employee?

☐ Yes ☐ No If no, please state why:

Please comment on the following areas, being as specific as possible:

Quality of student's academic work:

Student's verbal and written communication skills:

Student's ability to get along with others:

Any additional comments:

Faculty Signature: _____

Date: _____

Please return this form to the Office of Student Engagement **via email:** cob-ugrad@csus.edu

For questions or more information, email cob-ugrad@csus.edu

Undergraduate Student Eligibility/Qualifications

In order to participate in the Internship/Cooperative Education Program, students must meet ALL of the following requirements PRIOR to enrolling in the program.

Undergraduate [Bachelor's] students:

○ Major	Must be declared Business Administration major [Pre-Business does not qualify]
○ GPA	Undergrads must have a minimum GPA of 2.5 MIS and ACCY students must have a minimum GPA of 2.75
○ Class standing	Be at least a second semester junior
○ Completion of Units	Must have completed 75 units with at least 15 upper-division units in the COB prior to entering the Internship/Co-Op Program. These courses must have a course number of 100 or higher. Notes: <ul style="list-style-type: none">○ MIS students must have completed MIS 160 for Internship○ ACCY students must have completed ACCY 111 for Internship
○ WPJ	Must have completed the WPJ prior to enrolling in an Internship or Co-Op