

Academic Credit Internship DocuSign Process

Faculty Role

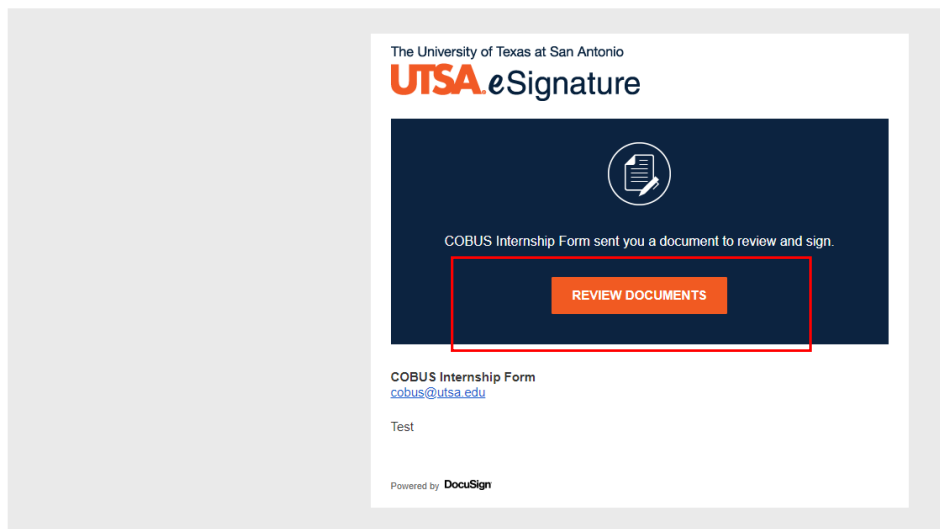
You are the fourth step in the approval process after the student submits their packet. Once all parties have signed their part of the document, you will receive a final copy of the full packet for your records.

Stages of Approval

- ~~1. Student~~
- ~~2. Advisor~~
- ~~3. Employer~~
4. Faculty
5. Department Chair
6. Assistant Dean

You will receive an email form COBUS Internship Form via DocuSign. Click "REVIEW DOCUMENTS".

COBUS Internship Form via DocuSign <dse_demo@docuSign.net>
to Name ▾



Agree to use the electronic record and signature, then click "CONTINUE".

Please Review & Act on These Documents

COBUS Internship Form
The University of Texas at San Antonio

The University of Texas at San Antonio
UTSA eSignature
Powered by DocuSign

Test

Please read the Electronic Record and Signature Disclosure.
 I agree to use electronic records and signatures.

Interntship Company Address 1333 Buena Vista St., San Antonio, Texas, 78207

Interntship Site Supervisor Name Name of the Supervisor

CONTINUE OTHER ACTIONS ▾

Review the information entered by the student and correct or add required Information.

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THE UNIVERSITY OF TEXAS AT SAN ANTONIO
ACADEMIC INTERNSHIP FOR CREDIT APPLICATION
FACULTY FORM

FACULTY SUPERVISOR AGREEMENT (To be completed by Faculty)

Faculty Supervisor (please print) The Faculty name Department

Student Full Name Testy Davox ABC123 feg502

Contact E-Mail washington.navarro@utsa.edu

Major Real Estate Finance & Develop

Overall GPA 2.74 Major GPA 2

Interntship Company/Organization The Entrepreneurial world

Interntship Address 1333 Buena Vista St., San Antonio, Texas, 78207

Interntship Site Supervisor Name of the Supervisor Supervisor Phone 210-4451015

Supervisor Email TheEntrepreneurialworld@gmail.com

Student previously received academic credit for internship

NEXT

Add detailed requirments for the academic component of the course.

1. The internship experience is at least 200 work hours during the academic term.

2. The internship is in (or related to) the student's declared major.

3. A faculty member must supervise the academic component that complements the direct work experience related to the students discipline. Student academic work (assigned reading, papers, research, product assessment (portfolio) and/or reflective journals) should connect the student internship experience to the classroom. The academic component must be separate from, and in addition to, a student's work responsibilities.

Optional - Text 22 mic requirements for the academic credit internship:

NEXT

Electronically sign the document.

Faculty Internship Supervisor Signature _____ Date 6/30/2020

UTSA College of Business

Sign

Create and add your signature and initials, then click on "ACCEPT AND SIGN".

add your signature

Adopt Your Signature

Confirm your name, initials, and signature.

* Required

Full Name* Faculty Signature **Initials*** FS

SELECT STYLE DRAW UPLOAD

PREVIEW [Change Style](#)

DocuSigned by: Faculty Signature 51B38D28FE6243E... DS FS

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts - just the same as a pen-and-paper signature or initial.

ADOPT AND SIGN CANCEL

FINISH

Click "FINISH".

UTSA College of Business

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FINISH

Congratulations, you are all done!

DocuSign

You're All Done!

You'll receive a copy once everyone has signed.



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