

Name: _____

SOUTH AFRICA EXTERNSHIP APPLICATION CHECKLIST

The following items must be included in your externship proposal package. When submitting your application package, please use this sheet as your cover sheet.

HARD COPY ITEMS

INCLUDED	APPLICATION PACKAGE ITEM	RECEIVED
	Application Form	
	Placement Preference Sheet	
	Transcript Release	

ELECTRONIC COPY ITEMS

DATE EMAILED	APPLICATION PACKAGE ITEM	RECEIVED
	Essay of Interest	
	Cover Letter for each Preferred Placement	
	Student Resume	
	Faculty Sponsor Statement	

FOR OFFICE USE ONLY

Last-Semester Externship Yes No

Research Paper Timeline Yes No N/A

Offer from organization Yes No

Number of credits required to graduate _____

Total number of credits _____

Current semester credits _____

Credits for proposed externship _____

Remaining number of credits to complete _____

Any incompletes Yes, semester(s): _____

No