ACADEMIC INTERNSHIP ELIGIBILITY FORM (REQUIRED)
Coggin College of Business

Student Name: ________________________ Student ID: N____________________ Term/Year_________

☐ ACCOUNTING INTERNSHIP-ACG 4941
   _____ Accounting Major
   _____ ACG 4941 will be used as an accounting elective
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 3.00 Upper Level UNF GPA
   _____ Completed Intermediate Accounting I (ACG 3103) with a C or better
   Current GPA: ______
   Grade: ______

☐ FINANCE INTERNSHIP- FIN 4941
   _____ Finance Major
   _____ FIN 4941 will be used as a Finance elective only
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 3.00 Upper Level UNF GPA
   _____ Completed Financial Management (FIN 3403) with a C or better
   Current GPA: ______
   Grade: ______

☐ FINANCIAL PLANNING INTERNSHIP- FIN 4940
   _____ Financial Planning Major
   _____ FIN 4940 will be used as a Financial Planning elective only
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 3.00 Upper Level UNF GPA
   _____ Completed both of the following courses with a C or better:
      • FIN 3403 Financial Management
      • FIN 3124 Financial Planning
   Current GPA: ______
   Grade: ______

☐ INTERNATIONAL BUSINESS INTERNSHIP- GEB 3361
   _____ International Business Major
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 2.00 Upper Level UNF GPA
   _____ Completed IB foreign language requirements
   _____ Completed at least two (2) of the following courses with grade of C or better:
      • ECO 3704 International Trade
      • FIN 4604 International Finance
      • MAN 4600 Management of International Business
      • MAR 4156 International Marketing
      • TRA 4721 International Logistics
   Current GPA: ______
   Grade: ______

☐ MANAGEMENT INTERNSHIP-MAN 4942
   _____ Management Major
   _____ MAN 4942 will be used as a Management or Upper Business elective
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 2.50 Upper Level UNF GPA
   _____ Completed each of the following with a C or better
      • MAN 3025 Administrative Management
      • MAN 3504 Operations Management
   Current GPA: ______
   Grade: ______
   _____ Completed at least one (1) of the following with a C or better
      • MAN 4240 Organizational Behavior
      • MAN 4301 Human Resources Management
   Grade: ______

☐ MARKETING INTERNSHIP-MAR 4941
   _____ Marketing Major
   _____ MAR 4941 will be used only as a Marketing elective
   _____ Good academic standing; not on academic probation/suspension
   _____ Minimum of a 2.50 Upper Level UNF GPA
   _____ Completed following course with a C or better
      • MAR 3023 Principles of Marketing
   _____ Recommended but not required
      • MAR 4503 Consumer Behavior
   Current GPA: ______
   Grade: ______
TRANSPORTATION & LOGISTICS INTERNSHIP-TRA 4945

☐ Transportation & Logistics Major
☐ TRA 4945 will fulfill a major elective requirement
☐ Good academic standing; not on academic probation/suspension
☐ Minimum of a 2.50 Upper Level UNF GPA
☐ Completed following courses with a C or better
  - MAR 3023 Principles of Marketing
  - MAN 3504 Operations Management
☐ Completed at least one (1) of the following with a C or better
  - TRA 3035 Foundation of Transportation
  - TRA 4202 Logistic Systems Management

ENTREPRENEURSHIP MINOR INTERNSHIP-GEB 4942

☐ Entrepreneurship minor
☐ GEB 4942 will fulfill a Entrepreneurship minor elective
☐ Good academic standing; not on academic probation/suspension
☐ Minimum of a 2.50 Upper Level UNF GPA
☐ Completed following course with a C or better
  - GEB 4113 Entrepreneurship

HUMAN RESOURCE MANAGEMENT MINOR INTERNSHIP-MAN 4940

☐ Human Resources minor
☐ MAN 4940 will fulfill a Human Resources Management minor elective course
☐ Good academic standing; not on academic probation/suspension
☐ Minimum of a 2.50 Upper Level UNF GPA
☐ Completed following courses with a C or better
  - MAN 3025 Administrative Management
  - MAN 4301 Human Resource Management

COGGIN COLLEGE OF BUSINESS ACADEMIC ADVISING

By dating and signing, the CCB Academic Advisor certifies the information provided on this form is accurate and that the student meets all of the academic internship pre-requisites for the designated major. Students who do not meet the pre-requisites must submit an approved Waiver of College Policy with this application.

ADVISOR’S SIGNATURE: ______________________ DATE: ______________

*Once as CCB academic advisor has reviewed and signed the form, submit form to the Coggin Career Management Center, Bldg. 42, Suite 2021

UNF INTERNATIONAL CENTER VERIFICATION (if applicable)

Will any portion of the internship take place abroad/outside of the United States? Circle One: YES or NO
IF YES, please review and complete section below with a representative from the UNF International Center (58E/2300) 620-2657.

By dating and signing, the UNF International Center Study Abroad Advisor confirms that the student interning abroad has completed the requisite student information packet, provided proof of international insurance, and completed a Safety Session. Please contact the International Center at intlctr@unf.edu for details.

INT’L CENTER ADVISOR SIGNATURE: ______________________ DATE: ______________

Office Use Only

Received date/initials:__________ Processed date/initials:_______ More information required__________

Notes:__________________________________________________________
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