



Work Program Office

700 College Ave • Carlinville, IL 62626 • 1-217-854-3231

August 11, 2009

SEMESTER CAREER OPTION PETITION

Name: _____ Date _____

Current Work Dept./Position: _____

Major: _____ Acad. Advisor: _____

Type of Experience: __Stu.Teaching __ Internship: __Paid __ Unpaid

___ On-campus Internship: Department/Job Title _____

___ Off-Campus Internship: Employer/School: _____

Experience To Take Place: Fall ___ 200_ OR Spring ___ 200_

I will be a ___ Resident ___ Non-Resident - that Semester.

Academic Credits To Be Earned: _____

Name of Supervising Faculty Member: _____

Supervising Faculty Member's Confirmation: I hereby confirm that the above named student will be involved in a career experience as indicated above, that I will notify the Work Office immediately if he/she discontinues the experience prior to the end of the semester, and to verify the hours the student works in the experience up to the amount of work program hours for which he/she is approved.

Faculty Members Signature: _____ Date: _____

Petitioner's Confirmation: I confirm that I was enrolled full-time the semester prior to my career experience semester, and that I have worked at least two full semesters in the work program. If approved I agree to abide by all requirements and provisions as described in the Work Program Guidelines, and to notify the Work Office immediately if I discontinue the experience prior to the end of the semester. I understand that 160 is the maximum number of work hours I can receive under the Semester Career Option while enrolled at Blackburn College UNLESS doing a medical technology practicum in which case the maximum is 320.

I understand that I will be required to submit verification of the hours I work in the experience up to the amount of work program hours for which I am approved.

Petitioner's Signature: _____ Date: _____

WORK COMMITTEE ACTION: # Semester Work Hours Approved _____ Denied _____
Comments:

General Manager or W.P. Advisor Signature Date

Orig: Worker's File
cc: Worker/Supervising Faculty/Dept. Manager