

NEW YORK UNIVERSITY
ARTS & SCIENCES
DEPARTMENT OF MIDDLE EASTERN & ISLAMIC STUDIES

MEIS - Internship Information / Application Form

Name _____

N# _____

eMail _____

Semester _____

Internship site _____

Supervisor / Contact Information _____

Requirements:

Students who wish to engage in history-related work in an agency or institute within or outside New York University (eg. UN agency, an archive, museum or library, philanthropy, a publishing house or an appropriate television program) may apply to the Director of Undergraduate Studies for **4 points** of course credit.

The application must accompany:

1. A 250-word proposal or description of the work.
2. A letter from a sponsor agreeing to supervise and evaluate the intern's activities and accomplishments during the internship. The employer should understand that interns are not entitled to wages during the internship (meal/travel stipends are not considered wages.)

The work may be done on campus or at other sites domestically and overseas. **Interns must devote a minimum of 8 hours a week to their work.**

To complete the internship and receive a grade, the student must submit the following to the MEIS Director of Undergraduate Studies by the last day of classes for the semester.

1. An 8-10 page paper on the internship, which may be submitted as a daily log or a more traditional, thematically organized paper. This paper **MUST** be received by the last week of classes.
2. A supervisor's evaluation (at least 250 words) which must include a proposed grade for the internship.

Director of Undergraduate Studies _____ Date _____