

After expressing interest in work experience abroad and having an advising call with the Internship Director, the next step of the process is to formally commit to the Syracuse London Internship Program. This stage requires you to confirm your intention of taking a placement and involves financial penalties for backing out: Necessary to protect both our standing with UK immigration authorities and our ability to attract placement providers. Once you have submitted this commitment form, Syracuse London will begin working with you to find an internship based on your background and areas of interest. Your advising call with Dr Maggie Scull was an important part of this matching process. If you feel you haven't adequately discussed your goals for a placement, please make another appointment.

Note: Even if you are sourcing your own placement, you need complete this form. Though Syracuse London will not find an internship for you, you must abide by the requirements below for immigration and academic purposes.

Syracuse London Internship Program Requirements:

- If a non-European citizen, you must apply for and receive a Tier 4 visa. The cost of this is approximately \$500, which is your financial responsibility. Upon receiving this signed form, Syracuse staff will provide further instructions and a CAS number to support your application.
- You must be enrolled in the Syracuse University London Program full-time, taking at least 4 classes in the UK. One of these classes must be the academic component of the program, "The Global Workplace", a 3-credit class (inclusive of credits for the internship). You will enroll in a course code depending on your academic major/interests, as laid out in the Academic Packet. Questions on this should be directed to Dr Maggie Scull.
- It is your responsibility to confirm with your home campus academic advisor whether the internship program and related class can fulfill any of your major/minor degree requirements.
- Your class schedule must leave at least 1.5 working days (9am-5pm) open each week, during which you will be available for your placement. *Please Note: Wednesday and Friday afternoons have no class conflicts and should be used for your internship.*

Deadlines and Financial Penalties if you withdraw from the Internship Program after committing:

- Before an internship offer is made: \$500 charged to bursar's account
- After an internship offer is made: \$750 charged to bursar's account
- After the semester begins: \$1,500 charged to bursar's account (full cost of internship services)

Please sign below and email to Dr Maggie Scull (mmscull@syr.edu) by Saturday 1 August 2020.

I have read and understood the above. By signing below, I declare my commitment to enroll in the Syracuse London Internship Program. I understand the deadlines and agree to pay financial penalties if I withdraw. I understand that my internship is contingent on obtaining a Tier 4 UK Visa at a cost of approximately \$500, and that I will be charged withdrawal penalties should I fail to obtain this visa.

Name: _____ Signature: _____ Date: _____