



## **Master of Public Administration Program**

### **INTERNSHIP WAIVER**

MPA Students enrolled since Term 1, 2009/Fall Semester 2009

(Revised February 2015)

- MPA students with one (1) year experience in a paraprofessional, professional, technical, or supervisory position that involves relevant service to the profession and/or public service may petition to waive the PA6694 Internship course requirement.
- The student must provide a description of the paid and/or volunteer experience which satisfies the work requirement for the waiver to be granted. The MPA Faculty Adviser or MPA Program Director may verify submitted information.
- For more information, please refer to the Internship Policies that are available from your MPA Faculty Adviser and at the MPA eQuad website.
- In order to waive the requirement, submit the completed form by email to your **MPA Faculty Adviser**

**MPA Faculty Adviser**

**Faculty Adviser Email**

**Master of Public Administration Program**

**INTERNSHIP WAIVER FORM**

**STUDENT INFORMATION**

Student ID #

Full Name

Address

City

State

Zip

Telephone

TROY Email

**MY EMPLOYMENT AND/OR VOLUNTEER EXPERIENCE WHICH SATISFIES THE WORK REQUIREMENT FOR AN INTERNSHIP WAIVER**

Organization

Organization Address

City

State

Zip

Job Title

Supervisor's Name or Contact for Verification

Telephone

Email

Dates of Employment or Volunteer Activity

Brief Description of Duties which are/were **paraprofessional, professional, technical, or supervisory position that involves relevant service to the profession and/or public service.**

**ADDITIONAL EMPLOYMENT AND/OR VOLUNTEER EXPERIENCE RELEVANT FOR THIS REQUEST**

Organization

Organization Address

City

State

Zip

Job Title

Supervisor's Name or Contact for Verification

Telephone

Email

Dates of Employment or Volunteer Activity

Brief Description of Duties which are/were **paraprofessional, professional, technical, or supervisory position that involves relevant service to the profession and/or public service.**

I hereby apply for a Waiver of the PA6694 Internship Course. The aforementioned employment and/or volunteer experience satisfies the requirement for one (1) year of **paraprofessional, professional, technical, or supervisory position that involves relevant service to the profession and/or public service.** I solemnly affirm that the contents of this document are true and correct.

**Student**

**Date**

**REQUIRED SIGNATURES**

**MPA Faculty Adviser Signature**

**Approved**

**Denied**

**Date**

**Comments**

**Forward to MPA Office**

**Date Received**

**MPA Director Signature**

**Approved**

**Denied**

**Date**

**Comments**