

Final Approval of Professional Experience Computer Science

Name: _____ Student Number: _____ Class Year: _____

This form consists of two pages. The first page should be filled out before the end of your professional experience. It requires the signature of your supervisor. The second page can be filled out when you return to campus. Submit both pages and all attachments together.

1. Attach a short description of your professional experience. In most cases, this should be an update of the description you attached to your pre-approval form. Include the following information, depending on the type of your professional experience. There is no need to exceed one page.
 - Internship or co-op: Name of organization, location, job title, duration, hours per week, description of duties.
 - Research: Name of organization, location, name of supervisor or program (such as an REU), duration, hours per week, description of research project.
 - Class project: Course number, name of instructor, semester taken, description of project.
 - Other supervised projects: Include information similar to the above, adapting as appropriate.

Student signature: _____ Date: _____

Supervisor signature: _____ Date: _____

(The supervisor's signature is only meant to certify that the description of the project is accurate. In the case of a project done at Clarkson and supervised by a Clarkson faculty member, this signature also certifies that the project is of sufficient scope and quality to qualify as a professional experience.)

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2. The Professional Experience requirement of the Common Experience is meant to help you achieve certain learning objectives related to life-long and independent learning, teamwork, leadership and service. Before your professional experience, you were asked to look for and record the following:
- Instances where more experienced colleagues updated their skills and knowledge.
 - Instances where you had to learn new knowledge or skills on your own.
 - Instances where you had to use leadership skills such as goal setting, change management, ethical behavior, and providing actionable feedback.
 - Instances where you had to use teamwork skills such as building effective relationships with peers, being a collaborative team member, and identifying and managing team conflicts.
 - Instances where you or your colleagues provided service to the University, to the community, or to the profession.

Attach a one or two-page summary of your observations.

Note that we understand that not every professional experience will allow you to experience or witness all of the above. Approval of your professional experience does not depend on that. What we are looking for is a well-considered and honest report on your experience.

3. Attach a description of other specific skills and knowledge you acquired during your professional experience.
4. If you did your professional experience off campus, would you recommend the site to other students? Attach your answer and an explanation.

Student signature: _____ Date: _____

Approval: _____ Date: _____