

# Augsburg Experience Form

**Who needs to use this form?**

- Students who wish to register an Augsburg Experience including a zero credit Augsburg Experience internship

**Important Notes**

- Complete this form with the faculty or staff member who will oversee the experience
- For internships, complete this form prior to the start of experience

**How to Submit**

**In person:**  
Enrollment Center  
Sverdrup Hall 101  
**By email or fax:**  
[registrar@augsborg.edu](mailto:registrar@augsborg.edu)  
Fax: 612-330-1425

**1. Student Information**

Student Name: \_\_\_\_\_  
Last First Middle

Augsburg ID: \_\_\_\_\_ Phone: \_\_\_\_\_ Augsburg Email: \_\_\_\_\_

**2. Augsburg Experience Information and Faculty/Staff Approval**

**Select one of the following for documentation and include description of the experience and when completed:**

- Faculty-Student Research
- Service-Learning Experience (Non-credit based)
- Study Abroad (Non-credit based)
- Special or Individual Immersion
- Community-based course project
- Work experience related to Major (Co-op)
- Non-Credit Internship (Skip to section 3)

**Date of experience:** \_\_\_\_\_

**Briefly describe your experience:**

*By signing below I verify that I have worked with my faculty/staff sponsor to complete all requirements for the Augsburg Experience graduation requirement.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

*By signing below I verify the student has completed an experience that satisfies the minimum requirements for the Augsburg Experience graduation requirement.*

**Faculty/Staff Sponsor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

**3. Non-Credit Internship Registration Only**

All Augsburg Experience internships (non-credit based) must be registered during the semester in which the student begins the internship. All Augsburg Experience internships must be approved by the Strommen Center prior to registration.

Term / Year	Course #	Section	Credits	Grade Option	Start Date	End Date
		<i>Leave blank</i>	0.00	P/N Only		

**Job Title:** \_\_\_\_\_ **Company/Organization:** \_\_\_\_\_

- Required by Strommen Center**
- Learning Goals (online form)
  - Final Reflection Assignment
  - Student Self-Evaluation
  - Site Supervisor Evaluation
  - Internship Site Agreement Form submitted for supervisor approval

*By signing below I accept all academic obligations incurred as a result of this transaction. I understand and accept responsibility for the requirements of an Augsburg Experience internship as outlined by Augsburg University and Strommen Center.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Sign in ink, or draw your signature with a mouse or touchscreen device. Typed digital signatures are not accepted. MM / DD / YYYY

*By signing below I verify this student has received information regarding the minimum requirements for an Augsburg Experience Internship and has submitted the required documents for registration.*

**Strommen Center Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Registrar's Office Use Only**

**Received Date:** \_\_\_\_\_ **Processed By:** \_\_\_\_\_ **Processed Date:** \_\_\_\_\_