

Upon completion of your summer internship, you will be required to submit the following documentation by the first week of the fall semester following the Summer Internship. Items (2) and (3) must be submitted electronically to gender@nd.edu as well as in hard copy format to the Gender Studies Office located at 325 O'Shaughnessy:

- (1) A letter from internship site supervisor indicating that the student did in fact complete a summer internship there
- (2) A short (4-7 pg) reflection paper documenting experience and explaining how it fits into broader education in gender studies
- (3) Field notes/journal entries from the time spent at the internship site (these must be typed). Record notes, observations or comments each day during your summer internship
- (4) Supporting materials if applicable (photos, sketches or other supporting materials can also be submitted for review)
- (5) A thank-you note to the Boehnen family.

In addition, your presence will be required at a short meeting with the Boehnen family, who will be visiting in the fall semester. At this meeting (date and time TBA), you'll be asked to speak briefly (5-10 minutes) to the Boehnens about your experience over the summer, and share with them the ways in which your internship has contributed to your gender studies education.