

**KEAN UNIVERSITY  
COLLEGE OF EDUCATION  
PROFESSIONAL INTERNSHIP CONTRACT**

College of Education policy 1.35 states that the Professional Internship is a full-time academic obligation. To that end, students are not permitted to take in excess of 13 credit hours of coursework. (Professional Internship plus one additional course.) Students may use the form below to request a waiver of this policy due to extenuating circumstances.

Date \_\_\_\_\_ For: Semester \_\_\_\_\_ Year \_\_\_\_\_

Name of Student \_\_\_\_\_ Kean ID \_\_\_\_\_

Program \_\_\_\_\_ Expected Date of Graduation \_\_\_\_\_

Number of Credits Requested (including internship) \_\_\_\_\_

Rationale for Appeal:

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\_\_\_\_\_/\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_/\_\_\_\_\_  
Secondary Education Coordinator Signature Date  
(Required for Secondary Education Majors)

\_\_\_\_\_/\_\_\_\_\_  
Program Coordinator Signature Date

**This appeal must be directed to Mr. Ron Dowdell, Assistant to the Dean, N-443 for approval**

\_\_\_\_\_/\_\_\_\_\_  
Signature of Assistant to the Dean Date

**A copy of this form MUST be returned to the Teaching Performance Center in Willis 110 by the first week of the semester.**