



OHIO  
UNIVERSITY

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**J. Warren McClure School of  
Emerging Communication Technologies**

Scripps College of Communication

Schoonover Center, Room 360

Athens, OH 45701-2979

740/593-4890

740/593-4889 FAX

www.ohio.edu/mcclure

## **MITS Professional Project Requirement Internship Employer Acknowledgement**

Student: \_\_\_\_\_

PID: \_\_\_\_\_

Internship Employer: \_\_\_\_\_

*Note to the Employer:* The student named above has elected to complete his/her course of study towards the Master in Information and Telecommunication Systems through the Internship opportunity extended by your company. To successfully complete their degree requirements, the student will need to complete academic work, namely a “Professional Project”, as part of their Internship at your company.

The Masters professional project is a written report on a company project, or task on a larger company project, typically performed in the normal course of their employment<sup>1</sup>. However, the company project or task reported must be substantially performed by the student, and not by others. The student must negotiate the scope of the professional project with their academic faculty adviser, and then be approved by a faculty committee. If the student is not assigned a company project or task of sufficient scope and complexity, typically 1-3 months' work, the student will not be eligible for graduation from the MITS program.

This form asks you to acknowledge and support this academic requirement. The professional project report has to be presented by the student to a faculty committee, and becomes a public record. It is the student's responsibility to discuss the project with the employer and reach an agreement on how to protect company proprietary information in the process.

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<sup>1</sup> The report is written by the student on their own time, not on company time.

(over)

**Acknowledgement:**

As internship supervisor of the student named above, I acknowledge that the student is required to prepare, and publicly present, a Professional Project as part of their internship experience. I am willing to make appropriate arrangements to allow the student to complete this requirement.

Supervisor Name and Title: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Note the student:* Give this form to your supervisor as soon as possible after accepting the internship. Your Professional Project proposal will not be approved until this form is on file in the school office.