

Lincoln University

BA 393— GRADUATE INTERNSHIP IN GENERAL BUSINESS PROGRESS FORM



STUDENT'S NAME (Last, First, and Middle Name)

STUDENT I.D. NUMBER



@lincolnucsf.edu

TELEPHONE

E-MAIL

FALL SUMMER SUMMER

CURRENT TERM

YEAR

PERIOD FOR INTERNSHIP

FACULTY ADVISOR

Faculty Advisors should fill in and sign on the below information for each of two stages of the report progress. Students should submit it to the Records Office at the times stated below. Failure to submit this form may result in a No Credit (NC) grade.

STAGE 1:

Please fill in the below section **A** and submit this form **before the end of March** (for Spring Semester) or **before the end of June** (for Summer Session) or **before the end of October** (for Fall Semester).

A. Progress on Report Preparation: Satisfactory Unsatisfactory

Advisor Signature/Print Name _____ Date: _____

STAGE 2:

Please fill in the below sections **B** and **C**, and submit this form **before the end of April** (for Spring Semester) or **before the end of July** (for Summer Session) or **before the end of November** (for Fall Semester).

B. Percentage of the work completed _____ %

C. Advisor Comment _____



Advisor Signature/ Print Name _____ Date: _____

Received by the Records Office

Stage 1: Signature / Print Name _____ Date: _____

Stage 2: Signature /Print Name: _____ Date: _____