SEMESTER _____YEAR_____
INTERNSHIP PLACEMENT REQUEST
DUE ON/BEFORE _____
(email to Dr. Schweizer haralds@csufresno.edu when requesting permission number)

LAST NAME _____ FIRST _____ MIDDLE:_____

STUDENT ID#_____ STUDENT EMAIL:_____

ADDRESS: _____CITY: _____

PHONE _____

ANTICIPATED GRADUATION DATE:_____

CRIMINOLOGY OPTION:_____ if you do not know, you cannot be placed.

Indicate (X) which of the two options apply to you:

1._____Self-placement, meaning you found your own agency that has already agreed

   to use you as an intern

2._____You are requesting the criminology department to assist you with finding a

   placement*

*Students requesting a placement MUST review and complete a personal background

questionnaire to assist the department in finding a suitable placement or agency.

SELF PLACEMENT
Students who do not need any placement assistance and have found an agency on their own. The suitability will be verified with Dr. Schweizer/ Charlie Shuler or Rosalinda Acosta. *You do not have to complete the background questionnaire.* *If the agency and/or your anticipated duties there are not acceptable, you will be notified.*

Name of Agency:_____

Complete Address:_____

Type (govt, NGO, private):

Nature of agency (law office/counseling/victim services, police agency, etc.)

_____
Your anticipated duties there:

Agency telephone:_____ **Email:**_____

Name of supervisor:_____ **Email:**_____

REQUEST TO BE PLACED

Indicate(X) type of placement preferred:

In person (at your own risk)_____ Online only_____ Either_____

How far (time) are you willing to travel to a placement location (X):
(note that you would be expected to have reliable transportation)

Less than 30 minutes_____ up to one hour_____

What days/hours would you be available for internship hours:

Mon_____ Tue_____ Wed_____

Thu_____ Fri_____ Sat_____

Sun_____ Most internships are Mon-Fri 0800-1700

Indicate any computer software/databases you are able use:

_____

Do you have any impairment that may prevent you from participating in on-line meetings using both voice/audio?_____

What hours and days of the week are you available for on-line meetings and related activities?_____

Are you fluent (reading/writing/speaking) in any foreign language and in which language/s; also indicate any particular dialects in the language.

_____

What type or kind of agency are you interested in for your internship?

This could be a government, non-profit or private agency with functions that relate to the Criminal Justice system.

_____

Which general location in the greater Fresno area would work best for you? (Ex. King County, Visalia, Fresno county and city, Madera county, Tulare county, Clovis, etc.)

Please indicate:

Do you have a stable internet connection for zooming and other online work:

Yes_____ No_____

Do you own a digital device? Computer_____ Tablet_____ Smartphone_____

Background questionnaire*

Must be completed if there are any issues or limitations which we must consider before we can safely or legally place a student with an internship agency, including in HOME OFFICE mode. All information will be kept confidential as required by federal and state law. Only the assigned internship faculty will have access to it for purposes of finding a suitable placement. This questionnaire will be deleted at the end of the internship semester or when all students have completed the course, whichever occurs later.

INDICATE THE FOLLOWING (X):

_____I have no issues or limitations

_____I have issues or limitations and described those that apply below

*Not required when doing an alternate assignment or if self-placed.
Select what is applicable to you.

YOUR RESIDENCE STATUS (X)*

_____ Non-citizen with student visa

_____Non-citizen but permanent resident

_____DACA

_____Non-citizen without legal residence

*All can be placed but not with all agencies
NOTE: Dual nationality is fine, even with some federal agencies

Pregnancy:_____
Expected Delivery date:_____

CRIMINAL HISTORY (X):

_____ Currently facing charges
Explain type of charge, when filed and status of case with court/prosecutor

Your explanation is voluntary but without further information we cannot safely place you and you must find your own placement.

_____Felony conviction
Explain offense type, court outcome and penalties and if on probation or parole and ending date.
Your explanation is voluntary but without further information we cannot safely place you and you must find your own placement. Some convictions result in various legal prohibitions regarding employment.

_____Misdemeanor Conviction/s
Explain offense type, court outcome and penalties and if on probation and ending date.

Your explanation is voluntary but without further information we cannot safely place you and you must find your own placement. Some convictions may also result in various legal prohibitions regarding employment.

_____Juvenile Record*

Explain offense type, court outcome and penalties and if on probation and ending date. *Explore having the record sealed/expunged.
Your explanation is voluntary but without further information we cannot place you with a government agency, if that is your goal.

_____Any arrests or have you previously been investigated by law enforcement even if no charges were filed and/or no conviction occurred?

_____Poor Driving Record (all tickets, offense and outcomes-i.e. fine, traffic school, suspension, etc)

Your explanation is voluntary but without further information we cannot recommend you for placement with an area criminal justice agency.

_____Bad Credit History (mostly relevant with govt agencies)
Your explanation is voluntary but without further information we cannot recommend you for placement with an area criminal justice agency. Some credit problems may not exclude you but it is better for us to know so we can place you with an agency that is more accepting.

____Illegal drug use (including marijuana, which is illegal!!!)

Your explanation is voluntary but without further information we cannot recommend you for placement with an area criminal justice agency. Background investigations, drug tests and lie detector- based interviews are all types of background checks used by area agencies. Even some private organizations require a drug test.
Describe type of drug/s, amount, when last used and frequency of use:

_____List any other information you feel is relevant or which did not fit into the appropriate space, including any prior contact with police (question as a suspect, witness, victim, etc)

This form must be downloaded, completed on your computer and saved in pdf with the following document name: "Last name first name placement form Spring 2022