

## ENROLLMENT FORM FOR AAS 688: Community Internship in AAS

### Prerequisites and Requirements

- ◇ Must be upper division standing/60+ units and have consent from your instructor before enrolling in this class.
- ◇ Internships must be **non-paid**. If you receive compensation from the agency, you cannot enroll in this course.
- ◇ Attendance at seminars are required as specified by your instructor.
- ◇ This is a CR/NCR only course that may be repeated for a total of 6 units.
- ◇ There is a minimum of 100 hours required for internship.
- ◇ Your internship supervisor will submit a midterm and final evaluation to the course instructor.
- NEW**◇ Supervised fieldwork must be with an approved Asian American community organization listed with ULINK49 from this link: <https://icce.sfsu.edu/ulink>
- NEW**◇ You must register online for ULINK49 here: <https://sfstateulink.org/#/>

### Instructions for Completing Form and Enrolling in AAS 688

- Step 1:** Register online for ULINK49 and print out a copy of your registration. <https://sfstateulink.org/#/>
- Step 2:** Email completed form and attach proof of Ulink registration to your AAS 688 instructor. Proof of registration can be a screen shot of completed Ulink registration online.
- Step 3:** Email the community organization and let them know of your interest.
- Step 4:** Your instructor will directly issue an add code to you upon processing of your paperwork.
- Step 5:** Enroll online with your add code. Check your records to ensure official enrollment in AAS 688.
- Step 6:** Once you complete the 100 hour requirement, have your internship supervisor evaluate your work. Evaluations be submitted to your instructor before the semester ends.

### To be completed by student with the consent of your AAS 688 instructor

**Last and First Name:**

**SFSU ID#**

**Phone #:**

**Email:**

**Major:**

**Class Level and Units Completed:**

**Current Semester & Year:**

**Instructor:**

**Languages you can speak:**

**List kinds of skills and services you can provide:**

List any Asian American communities that interest you:

Days & hours available for the semester:

MON \_\_\_\_\_ TUES \_\_\_\_\_ WED \_\_\_\_\_

THURS \_\_\_\_\_ FRI \_\_\_\_\_ SAT/SUN \_\_\_\_\_

## PART B

Name of Organization/Agency:

Contact Number:

Email/Website:

Address:

Name of Supervisor:

Title of Supervisor:

Supervisor Email:

## Acknowledgement and Consent

By signing below, I agree to comply with the requirements/prerequisites and procedure listed on this form:

1. I will follow the procedures/steps listed on this tracking sheet to enroll in AAS 688: Community internship in AAS.
2. It is the student's responsibility to add this course with the add permit number before the university deadline.
3. AAS MA students will not get credit towards their MA program for enrolling in this course.
4. Students should not receive both AAS 688 and and AAS 699 credits for the same work.
5. AAS 688 is designed for students to do internship with community organization, not for faculty's individual project.
6. Undergraduate students must be upper division standing and have consent from instructor before enrolling in this course.
7. With approval, 3 units maximum in an AAS supervision course (AAS 685, 688, 699) can be applied towards the major or minor.  
Content of the supervision course will determine what module it will fulfill, except such a course cannot substitute for AAS 697.
8. In order to receive a permit number and credit for AAS 688, I understand I must complete the student registrar for ULINK49.  
and all required paperwork.

Student Full Name as Signature:

Date:

Faculty Signature:

Department Chair Signature:

If you have any questions, please contact the Asian American Studies Department at 415-338-2698 or [aas@sfsu.edu](mailto:aas@sfsu.edu)