



**Request for  
Internship (“Practicum”)**  
**Department of**  
**Chemistry**

Name of Student: \_\_\_\_\_

Student's Host Professor: \_\_\_\_\_

Host Institution: \_\_\_\_\_

Department: \_\_\_\_\_

Dear colleague, as part of our requirements for the Ph.D. in Applied Chemistry our students are required to conduct a research internship also known as “Practicum”. As part of this internship, every student must work a term of four months to one semester in an academic, industrial, or government laboratory outside the UPR-Mayagüez campus. It is recommended that the four month period be flexible, but cumulative to comprise at least its minimum time period. This research internship may be distributed as follows:

1. A period of four months without interruption
2. Two summer terms.
3. A maximum of three weeks in workshops related to the students research, and research experience to meet the four month period.
4. A flexible period where students fulfill the requirements of a teaching assistantship, and visit the the laboratory outside the UPR-Mayagüez Campus where the research is conducted. This time period must include a total of 700 contact hours in research.

The internship should not consist of routine work in an academic or industrial environment; it must contribute to the student’s doctoral dissertation research. It should also promote to the development of a new research collaboration for our Ph.D. program or strengthen one. Consequently, the student, host, and research advisor should schedule regular meetings to discuss the student’s research progress, and plan the presentation and publication of the research.

After returning from the Internship, students must present a progress report, make a presentation in the Graduate Seminar or in a regional or national scientific conference such as the A.C.S, Meeting and receive a formal evaluation from the Internship supervisor or host. Upon approval of the report, the President of the student’s Graduate Studies committee will complete the corresponding internship report form to the Chemistry Department Graduate Program Office, to notify the completion of this requirement. We will appreciate you complete the following letter to confirm your commitment to accept the abovementioned student at your research facilities to fulfill his/her practicum requirement.

Regards,

\_\_\_\_\_  
President Student’s Graduate Studies Committee

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Student's Host Professor