

INTERNSHIP WAIVER REQUEST

Fast-Trak Policies: (please see Student Handbook)

Students who have distinguished themselves during the first- and second-year residencies and first-year internship may petition the Academic Advising Office to waive the second-year internship requirement and enroll directly the third year of NECI's bachelor's program residencies. Except in extenuating circumstances, this waiver will be granted only when students are 100% complete in all attempted first year credits, as well as in a minimum of 80% of their attempted AOS course work for the program's second year. Students are advised to request internship waivers early; *waivers will be granted only if requested and approved at least three weeks prior to the end of the AOS residency.*

In order to be considered for Fast-tracking, a resident student must:

- Meet with Student Accounts and Financial Aid to gain financial clearance to Fast-trak
- Submit** a letter of request to the Academic Advising Office including the reason for the request and the student's qualifications.
- Submit** a current resumé to the Academic Advising Office demonstrating industry experience.
- Submit** recommendations to the Academic Advising Office from a minimum of two residency production chef instructors to continue directly into the third residency.
- Have "Meets or Exceeds Standard" in all First Year academic work and 80% of attempted Second Year work.
- "Meets or Exceeds Standard" course evaluation from First Internship.
- After meeting with Academic Advising, student is required to meet with Career Services, and the program Department Chair to review their academic and career plans.
- Final determinations regarding Fast-Track applications will be made by Academic

Advising, the Program Department Chair and the Career Services Office; students may be required to complete an academic plan to ensure their readiness for the bachelor's program.

All students must be complete in a minimum of 60 credits prior to enrollment in the third residency. In keeping with NECI's emphasis on the internship program, all students (advanced placement, accelerated or otherwise) are strongly encouraged to complete a minimum of one internship experience at the associate level. For students in the Associate of Occupational Studies in Hospitality and Restaurant Management program, or in cases where a student possesses extensive industry experience, a minimum of 350 hours or 8 credits of internship experience may be permitted.

Students may be awarded the associate degree upon completion of the bachelor's degree non-resident term only in situations where the associate and bachelor's degrees earned represent different fields of study. The student's transcript will reflect a reduction in total credits awarded as compared to the full degree program. In no circumstance may a student graduate from an associate degree program with fewer than 60 semester credits, nor from a bachelor's degree program with fewer than 120 semester credits.

INTERNSHIP WAIVER REQUEST

Today's Date:

Program:

Student's Name:

Current Program Version:

Student must complete:

REQUEST: I would like to request a waiver of second-year internship.

Second Year AOS Culinary, AOS B&P Students and AOSHRM Students:

- I have completed a 1st Year internship; I am in good academic standing.
- I am an AP or Accelerated student (AOS Culinary, AOS B&P); I am in good academic standing.
- I am an AOS HRM student and would like to waive a partial internship to enter the BA program; I am in good academic standing

I have met with the following and have been approved to Fast-Trak into the BA

1. Financial Aid Signature: _____

Student Accounts Signature: _____

2. Academic Advisor Signature: _____

3. Career Services Signature: _____

4. Program Department Chair Signature: _____

I live on campus, and have met with the following regarding housing options

5. Student Housing Coordinator Signature: _____

Student Signature: _____

TO BE COMPLETED BY THE ACADEMIC ADVISOR:

ACTION TO BE TAKEN:

- 700-hour Internship Waived (contingent on completion of BA program requirements)
- 350 hours of Internship Waived (contingent on completion of BA program requirements)
- No Internship Waiver granted

Academic Advisor signature: _____