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| Company: |  | Salary: |  |

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|  | Make an appointment to discuss the offer you have received. Provide a copy of your current offer letter. |
|  | Notify your advisor of your updated plan of study indicating the semesters you plan to work. |
|  | For internship opportunities, you will register for **BME 39699** Professional Practice Internship |

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| Semester Internship Begins: |  |

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|  | Complete all OPP internship deliverables each work rotation to earn a satisfactory grade and continue in program. |
|  | Must respond to Purdue email request for location of workplace every rotation. |
|  | Please check your Purdue email regularly and read the weekly BME newsletter. |
|  | If you have already registered for classes, please drop them. |
|  | Register for the **BME 39699** course during open registration each semester. You will schedule a phone/video appointment with your advisor to complete your CRF. You will negotiate this with your primary academic advisor. |
|  | For international students: send your CPT application to your primary advisor. |
|  | Defer your financial aid as needed. Please consult an advisor in the Division of Financial Aid (Bursar’s Office). |
|  | To maintain your student status for **insurance**, **PELL eligibility**, **visa status**, etc., you must register for each rotation. |
|  | You are responsible for arranging your housing during and after your internship. |
|  | Upon your return to campus, you’re welcome to discuss your experience and transition back to Purdue. |
|  | We encourage you to participate in BME 280 Experiential Learning interviews/panels when next on campus. |
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| Student Name: |  | | GPA: |  |  |
| Date: |  |  | New Graduation Date: |  | |

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