



J-1 Student Intern Placement Plan

To be completed by department and returned to Program Coordinator

PARTICIPANT INFORMATION

Intern's Name: (Family/Last) Given (First) Middle Name

Training/Internship Dates (MM/DD/YY) From: To:

COMPENSATION

Complete address and building name where the internship will take place:

Exchange Visitor Hours per Week (Minimum of 32 hours per week):

Compensation:

- Will the department be responsible for the \$500 administrative fee? Yes No
- Will give the Student-Intern funds/stipend? Yes No Account #
- If Yes, how much?
- If Yes, amount and frequency of stipend, (e.g. \$500 per month, \$15 per hour, etc):
- Non-Monetary Compensation Value: If your Department will pay for housing, food, flight(s), conference fees, seminar fees, etc., add the total and enter the amount here:

SUPERVISOR INFORMATION

Name of primary supervisor :

Title:

Supervisor Phone: Supervisor Fax:

Supervisor Email:

PHASE INFORMATION

Name of specific lab or academic department:

Specific field of internship such as engineering, physics, etc.:

Description of Trainee/Intern's Role: Brief, 1-2 sentence description stating specifically how the internship will complement the Student-Intern's academic program at his or her home institution.

- Example 1: The Student-Intern will be in charge of supporting technical work related to the regulation of adult stem cell activity in multiple mammalian tissues.
- Example 2: The Student-Intern will be responsible for the development of a scientific manuscript in the field of reproductive medicine and nutrition that could be submitted for publication to a peer-reviewed medical journal.
- Example 3: The Student-Intern will take part in the daily work at <name of lab/department>. He will perform supervised and nonsupervised cell-sorts, sorting up to 8-colors of cell staining and analysis. He will perform short-term supervised research projects.

Specific Goals and Objectives for this Phase: This section must illustrate what will be learned by the Student-Intern. What must happen in order for this phase to be completed? What must happen before the Student-Intern can move on to the next phase, if applicable? A publication or a thesis can be an objective.

- Example 1: The objective of this internship is to provide the Student-Intern with research experience that will be used to complete the requirements for his Master's degree in Molecular Bioscience at X University. We will train him in multiple techniques relevant to cell biology, molecular genetics and biochemistry. By the end of his training, he should be familiar with interpreting data from multiple experiments and developing hypotheses for further testing.
- Example 2: Specific tasks will include statistical data analysis, literature reviews, manuscript drafting and revision. Emphasis will be placed on data analysis. The Student-Intern will learn how to write a scientific report for publication in a peer reviewed medical journal and will acquire: User-level knowledge of epidemiologic study design; Basic user-level knowledge of statistical techniques for the analysis of medical data; User-level knowledge of implementation of epidemiologic and statistical concepts of reproductive medicine and nutrition problems.
- Example 3: To be able to run and troubleshoot special order instruments; Learn how to design and to perform up to 8 colors multi-color cytometry staining and analysis; Run cell sorting under different pressure conditions and interchangeable nozzles; Become familiar with: 96 well plate sorting; Slide Cell sorting; Micro- and nanoparticles sorting.

Please list the names and titles of those who will provide continuous (for example, daily) supervision of the Trainee/Intern, including the primary supervisor. What are these persons' qualifications to teach the planned learning?

What plans are in place for the Trainee/Intern to participate in cultural activities while in the United States?

- Example: The Student-Intern will attend department lectures; participate in department socials and dinners; attend campus concerts or films; attend specific Cornell sponsored events hosted by student organizations; museum visits; holiday BBQ/picnic; and partake in local cultural festivals.

What specific knowledge, skills, or techniques will be learned? The response should expand on the Goals and Objectives. It should provide substantial details regarding what the Student-Intern is going to learn by the end of the internship.

- Example: The Student-Intern will become familiar with FAC analysis, mammalian cell culture techniques, Cas9-mediated mutations, transgenic animal generation and western blots.

How, specifically, will these knowledge, skills or techniques be taught? Include specific tasks and activities.

- Example: The Student-Intern will attend non-credit, departmental lectures on instrumentation and cytometry. He will assist with the calibration of equipment and fluorescent protein-based cell sorting. He will assist with multi-color cell analysis; DNA and cell analysis; and imaging cytometry analysis. He is expected to become familiar with FACS data standards, and batching analysis. We fully expect him to develop expertise through specific short-term research projects.

How will the Intern's acquisition of new skills and competencies be measured? This section must describe how the faculty supervisor is evaluating the performance of the Student-Intern in light of the goals and objectives described in the training plan. The faculty supervisor is required to complete a written evaluation of the Student-Intern if the internship lasts 6 months or less, and two written evaluations if the internship is longer than 6 months. Evaluations must be in writing and provided at the conclusion of a phase and/or the Internship.

- Example : The Student-Intern's performance will be evaluated weekly by Professor X, and daily by graduate students and postdoctoral fellows working with the Student-Intern. The Student-Intern's acquisition of new skills will be measured by the research results and conclusions he draws; this will be documented as part of a final, written report that will be submitted to his dissertation advisor at Y University.

Additional Remarks (optional):
