

# SERVICE MANAGEMENT—Retail & Consumer Sciences APPLICATION FOR PROGRESSION INTO PROGRAM

**SUMMARY** – To take RCS 390, which is a prerequisite for RCS 422 (internship), requires the following:

- 2.3 GPA or higher
- 30 credit hours or more completed
- A grade of C or better in the classes listed below
- A completed, signed and approved “Work Experience Verification Form”, which documents your completion of 300 hours of retail work experience. The acceptability of this experience will be determined by the RCS Internship Coordinator.
- A current transcript must be attached to the two required forms.

Note: These forms must be completed, approved, and signed by your advisor, employer, and the RCS Internship Coordinator **PRIOR TO THE FIRST DAY OF CLASS.**

Student Name \_\_\_\_\_ SS# \_\_\_\_\_

Street Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Credit hours completed prior to the current term: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_  
(Hours being taken in current term): \_\_\_\_\_

<u>Course</u>	<u>Record of Course Work</u> <u>Semester Taken or Transferred</u>	<u>Letter Grade</u>
English 101	_____	_____
English 102	_____	_____
Math 119 or 123	_____	_____
Math 125	_____	_____
RCS 119	_____	_____
RCS 210	_____	_____
RCS 310 (or co-req)	_____	_____
<b><u>Other RCS courses taken</u></b>		
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_ Work Experience Verification Form(s) attached \_\_\_\_\_ Transcript Attached

Date Application Received \_\_\_\_\_ Date Approved \_\_\_\_\_

Advisor’s Signature \_\_\_\_\_