

The University of Texas at San Antonio

UTSA International Services

Unit of Global Initiatives

If you are a UTSA department that would like to host an Intern or Trainee you must read this handout and complete the included form.

The DS-7002 is a Department of State form, which serves as the official outline of the proposed internship.

The primary purpose of the DS-7002 is to demonstrate that the intern will be under continuous supervision throughout the course of his or her training, and will progress through various stages of development that are not duplicative of prior work experience.

Additionally, the DS-7002 serves as an agreement between the UTSA hosting department and the intern about the kind of tasks and objectives that will be completed during the program, and the nature of experience UTSA is offering to the participant. Finally, the DS-7002 also demonstrates the correlation between the training and the participant's background.

- DS-7002 Form
- A Guide to Completing the DS-7002

Note: DO NOT STAPLE THE DOCUMENTS. Please use a binder clamp or paperclip so that the documents can be copied easily.

DS-7002 Form - Training/Internship Placement Plan