

SPECIAL PROGRAMS OF STUDY

Graduate Transcript Notation for Internships (TNI)

Eligibility Criteria

All graduate students enrolled in a Bryant University master's program are eligible to apply for transcript notation of an approved internship experience (TNI). Students must be in good academic standing, defined as a minimum cumulative GPA of 3.0 at the time of application. Newly admitted graduate students must complete at least one full term of study in their program before participating in a transcript notation internship.

Students may receive only one transcript notation internship (TNI) during their graduate studies at Bryant University. The transcript notation internship is a non-credit recognition and may not substitute for a required curricular internship or practicum within the student's academic program.

International students must meet all requirements established under federal visa regulations (Code of Federal Regulations) for Curricular Practical Training (CPT). Specifically:

- The internship must be an integral part of the student's graduate program.
- The internship's relevance to the student's field of study must be verified by the program director.
- The student must have completed one full academic year of study and been physically present in the United States during that period.

Preparation and Approval Process

Transcript Notation Internships (TNI) follow the same general process as standard academic internships but are managed collaboratively with Amica. However, the TNI are non-credit bearing.

Before beginning a TNI, students must:

- Complete the Amica Center Internship Process, including meeting all established deadlines.
- Submit all required documentation, including the Graduate Internship Enrollment Form (administered through Amica).

The internship must include defined learning outcomes aligned with graduate program objectives and must be supervised by a qualified professional in the field.

Academic Credit and Limitations

- TNI are non-credit and serve only to document approved experiential learning on the official transcript once successfully completed.

Performance Evaluation and Transcript Notation

- Students must complete all requirements of the Amica Center Internship Process, including adherence to deadlines and submission of required documentation.
- The site supervisor provides training, supervision, and a final performance evaluation. The evaluation is submitted to Amica, which tracks internship completion and verifies results with the site supervisor.

- The transcript notation is awarded only after Amica receives the supervisor's final evaluation and verifies successful completion of all requirements.
- The program director reviews evaluation materials to confirm completion of learning outcomes and authorize the transcript notation.
- Internships not successfully completed or lacking required documentation will not receive transcript notation.