

State Authorization Waiver Request

For Out of State Internship/Externship/Practicum/Field Experience

Background: State laws require permission for out-of-state students to participate in on-site educational experiences. Each state law differs in this regard. All states require authorization of some sort. Therefore, out of state internship/externship/practicum/field/clinical experiences require prior state authorization. Such authorization is managed through the UMS. **USM's CareerHub can assist you with that authorization.**

USM must petition the respective state Departments of Education to request a waiver for each student participating in an out-of-state internship/externship/practicum/field experience/etc. **Please complete the form below and send to usmcareers@maine.edu** for forwarding to the UMS state authorization staff person. If you are seeking a waiver for an entire program or large cohort of students, call **207-228-8505** for more information. This form may be completed by the individual student or the faculty member overseeing the experience. NOTE: prior authorization can take 8-12 weeks. Plan ahead.

Date:

Department:

Program:

Student Name:

Student ID:

Student Home State of Record:

Where is the student planning to go?

Organization Name:

Organization Address:

Supervisor Name:

Supervisor Email:

Dates the student will be with the organization:

From:

To:

Waiver request received on:

Waiver request sent on:

State decision notification received on:

USM department notified on:

PLEASE SEND COMPLETED FORM TO usmcareers@maine.edu for forwarding to the UMS State Authorization staff person.