STUDENT INTERNSHIP CONTRACT  
(To be submitted to your faculty supervisor)

Student’s Name:  
Cell Phone Number:  
Internship Site:  
On-site Supervisor:  

Start date/End Date:  

1) Briefly describe the internship position and what roles and responsibilities it will involve.  

2) List the specific learning outcomes for what you will learn as a result of this experience. (You may refer to example learning outcomes in the Internship Manual.)  

3) List the activities and/or projects that you will engage in during your internship that will help you achieve your learning outcomes. Include the expected number of hours or percentage of time spent for each type of activity.  

4) Describe how your internship activities will help you achieve your learning outcomes.  

5) In cooperation with your Faculty Supervisor, agree to complete all evaluation tasks. The Internship Manual contains three types of evaluations:  
   a) Your evaluation of yourself (Self-Assessment of Professional Growth)  
   b) Your evaluation of the internship experience (daily/weekly log of activities, final summative paper, evaluation of internship site and site supervisor)  
   c) Your On-Site Supervisor’s evaluation of you and your work (Mid-Term Evaluation of Intern by On-Site Supervisor; End-of-Semester Evaluation of Intern by On-Site Supervisor)  

6) Provide documentation and verification of contact hours for the duration of your internship experience (1 credit = 50 contact hours)  

7) If applicable, additional requirements as determined by the faculty supervisor and/or department. Refer to course syllabus or meet with your faculty supervisor for specific requirements.  

I agree to complete and submit these documentation, forms, and evaluations in order to receive credit for this internship.  

Student Signature ____________________________ Date: __________  
Internship Site Supervisor ______________________ Date: __________  
Faculty Supervisor Signature: _______________________ Date: __________