

DUE: By the semester deadline published on the campus web site

Student First Name: _____ Last : _____ ID#: _____ Graduation Date: _____

Major: _____ GPA: _____ Student Email: _____ @ campus Student Phone #: _____

Is this a paid position? Yes ___ No ___ Are you a US Citizen or Permanent Resident? Yes ___ No ___ If no, Visa type: F1 ___ J1 ___

Course: _____ # of Credits: _____ Total Work Hours Required: _____ Semester: Fall ___ Spring ___ Summer ___ Winter ___

InternshipSite: _____

Street Address: _____ City: _____ State: _____
Zip: _____

Supervisor First Name: _____ Last: _____

Supervisor Email: _____

Supervisor Phone: _____

Position Responsibilities. What work will you do? Please be specific	Learning Objectives: What do you hope to learn from this experience? A minimum of 5 objectives are required
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Internship Academic Assignments	Approval Signatures (REQUIRED)
As determined by your faculty sponsor, and the number of credits being earned, include specific topics and due dates. Assignments and time sheets are to be submitted to your faculty sponsor.	I understand that to be registered, my completed learning agreement must be submitted to the indicated office by the published semester deadline.
Midterm Paper or Sponsor Assigned Project - Assignment Details: Due Date:	Student Signature _____ Date _____ Faculty Sponsor – Printed Name & Signature: Printed Name _____ Signature _____ Date _____
2. Time sheets of total hours worked, signed by site supervisor and turned into Faculty Sponsor Due Date: No later than last day of classes	Site Supervisor's Printed Name & Signature _____ Site Supervisor's Email Address _____ College Approval _____ Date _____
3. Due Date:	Internships are graded Pass/Fail
4. Due Date.	
5. *Final Summary Paper following Center for Experiential Learning Guidelines available online at www. Due the Last Day of Classes	
6. Site Supervisor's Evaluation Form Due the Last Day of Classes (Sent to supervisor by the college)	Next Step: Bring your agreement to the indicated campus office by the listed deadline.