

Department of Health, Physical Education, and Athletic Training Internship Contract

This agreement is made between _____ and _____
Intern Faculty Supervisor

The terms of this agreement are outlined below:

Intern responsibilities and requirements

1. The intern will have successfully completed at least 32 semester hours of academic credit prior to the start of the internship experience.
2. The intern must complete a minimum of 36 hours of work experience per academic credit.
3. Internships are offered on a credit/no credit basis only.
4. The intern agrees to:
 - Complete and submit all requisite forms required by the Career Center.
 - Successfully complete all internship requirements.
 - Notify the faculty supervisor about any worksite problems.
 - Submit the internship journal and internship reflection paper to the supervising faculty member no later than one week following the internship experience.
 - Complete any additional requirements denoted below:

Supervising faculty responsibilities

1. The supervising faculty member will verify that the internship experience is worthy of academic credit.
2. The supervising faculty member will verify that the number of hours of internship work experience meet the minimum required for the academic credit being awarded.
3. The supervising faculty member will discuss the intern's progress with the site supervisor at least once during the internship experience.

The signatures on this document indicate that both parties have read and understand the terms and provisions of the agreement.

Intern Signature

Date

Faculty Supervisor's Signature