



Internship Site Agreement

Company: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Student Name: _____

Program: _____

Phone: _____

Email: _____

Conditions of Employment

1. The internship course requires an 80 hour work experience.
2. The internship will begin on _____ and will be completed (approximately) on _____.
3. All internships providing "benefit to the employer" must be paid.
4. The intern, employer, and instructor will discuss the objectives to assure all needs are met.
5. The intern, employer, and instructor have reviewed and understand the guidelines for the internship.
6. The student will be responsible for their own transportation to and from the place of business.
7. The business is responsible for any paid internship where a student would be injured on the job (intern is covered by employers workers' compensation).
8. The student and or the employer will contact the instructor if any of the conditions are not met above.

Employer Supervisor: _____

Date: _____

Student: _____

Date: _____