



Internship Agreement

Student Intern: _____ Student ID: _____

Site Supervisor: _____

Agency Name: _____

Agency Location (city, state): _____ Ph: _____

The terms of the internship agreement are as follows:

1. Student Intern agrees to work for Site Supervisor for approximately ___ hours per week for approximately ___ weeks for a total of at least 200 hours. The actual work hours shall be arranged between the parties at mutually convenient times.
2. Site Supervisor agrees to give Student Intern tasks associated with the usual business practices of the above mentioned Internship Site, including but not limited to, any of the following:
 - a.
 - b.
 - c.
3. Student Intern agrees to perform tasks, with input from the site Supervisor, to the best of his/her ability.
4. Student Intern understands all security requirements pertaining to the internship and agrees to abide by them and all rules and regulations of the agency.
5. Student Intern agrees to maintain the highest standards of ethical conduct in word, deed, action and conversation while completing the internship and in connection with all matters regarding the internship experience upon its completion.
6. Site Supervisor agrees to meet with intern on a regular basis to give feedback, guidance and supervision to the Student Intern.

Site Supervisor

Date

Student Intern

Date