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.

_____________________________ Date __________________________  __________________________  Date
Site Supervisor                                          Student Intern