

Semester: \_\_\_\_\_, 20\_\_\_\_

**Student Information:**

Name _____	Home Address _____
Campus Address _____	City, State Zip _____
City, State Zip _____	Home Phone (____) _____ - _____
Campus Phone (____) _____ - _____	Home e-mail _____
Campus e-mail _____	Cum GPA _____
Major(s) _____	
Status: Freshman/Sophomore/Junior/Senior _____	

**Employer Information:**

Employer \_\_\_\_\_

Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Supervisor Phone (____) _____ - _____	Supervisor Fax _____
Supervisor e-mail _____	Student e-mail _____
Student Position _____	Salary (Stipend) \$ _____
Faculty Advisor _____	Extension _____

Total Weekly Hours (approx) \_\_\_\_\_ Work Dates \_\_\_\_\_ to \_\_\_\_\_

**The Internship Position:**

Job Description: Describe your role and responsibilities. List duties, projects to be completed, deadlines, etc. (if relevant)

Supervision: Describe the supervision to be provided. What kind of instruction, assistance, consultation, etc., you will receive and from whom?

**Goals:** What do you intend to learn through this experience? Be specific. Try to use concrete, measurable terms.

**Learning Activities: On-the-Job:** Describe how your activities will enable you to reach your goals. Include projects, research, report writing, conversation, etc., which you will do while working, relating them to what you intend to learn.

**Purpose and Responsibilities:** The Thiel College Experiential Education Program provides an educational strategy whereby students complement their academic preparation with direct practical experience. The effort to combine a productive work experience with an intentional learning component is a proven method for promoting the academic, personal, and career development of students. Your participation exhibits your interest and commitment to his educational strategy and to the growth and development of students as future professionals.

**Terms of Internship Arrangement:** Should the Site Sponsor become dissatisfied with the performance of a student, the Site Sponsor may request termination of the internship arrangement. This should occur only after Internship Coordinator has been notified in advance and a satisfactory resolution cannot be obtained. Conversely, Thiel College may request the internship program, or if the Site Sponsor does not uphold the responsibilities mentioned above, as long as Site Sponsor personnel have been notified in advance and satisfactory resolution cannot be obtained.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Employer Supervisor \_\_\_\_\_

Date \_\_\_\_\_

Internship Coordinator \_\_\_\_\_

Date \_\_\_\_\_