

INTERNSHIP CONTRACT AGREEMENT.

Student Intern agrees to

1. Carry out to the best of her/his ability and to the satisfaction of the Internship Field Supervisor as described in Part I - Application.
2. Maintain frequent communication with the Faculty Sponsor as agreed upon in this contract.
3. Notify Faculty Sponsor immediately should any revisions of contract occur.
4. Submit the Internship Report and final report to the Faculty Sponsor by the agreed upon due date.
5. Arrange for Internship Field Supervisor to send her/his evaluation form to the Faculty Sponsor by the agreed upon due date.

Faculty Sponsor agrees to

1. Provide teaching support and guidance by communication with the intern regularly.
2. At the end of the quarter, evaluate student's Internship Report and Internship Field Supervisor's evaluation to determine whether credit will be granted.

Internship Field Supervisor agrees to

1. Work directly with the student and make explicit arrangements with the student concerning expectations, hours, responsibilities, and overall goals described in this contract.
2. Provide a positive learning and training environment for the student, with a minimum of routine tasks, such as typing or filing.
3. Communicate periodically with the student about her or his performance, keeping a record of the student's hours and performance on the job.
4. Complete an evaluation of the student's performance and send it to the Faculty Sponsor by the agreed upon due date.

Registration for German 446 requires all parties to agree to the terms above and to sign below.

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Student (Print) Student Signature Date

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Faculty Sponsor (Print) Faculty Sponsor Signature Date

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Internship Field Supervisory (Print) Internship Field Supervisor Signature Date