

# UNH Manchester Internship Agreement

(To be completed by intern and placement.)

Intern Name: \_\_\_\_\_ Semester/Yr: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Internship Placement Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Internship Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Supervisor E-mail: \_\_\_\_\_

Internship Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Hours Per Week: \_\_\_\_\_

## **Internship Agreement**

### **Placement Expectations from Intern** (Duties and Responsibilities)

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### **Intern Expectations from Placement** (What you would like to learn)

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**Intern Signature**

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**Supervisor Signature**

## **Faculty Advisor Agreement**

(A copy of this form should be submitted to Trece Mettauer and the faculty advisor at the beginning of the internship semester.)

I have met with \_\_\_\_\_ (student name) and discussed her/his internship placement. I agree to act as faculty advisor for the internship, to develop an Academic Component with the student, and assign a grade of Credit or No Credit at the end of the semester (must be given to Trece Mettauer, who will submit the grade).

\_\_\_\_\_  
Faculty Advisor Signature

\_\_\_\_\_  
Date

## **Final Project Prospectus**

(To be submitted to faculty advisor.)

Describe below the final project you will perform to complete the academic component of the internship. Be specific about the focus, sources, and plan of the project.

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Faculty Advisor Approval

Date