



Department of Art Contract for ARTT 386 Internship Proposal

Section # _____

ARHU 386 Minimum Course Requirement Guidelines: The professor and the student should work a mutually agreeable schedule for what assignments are expected, what need to be submitted and the appropriate due dates, and the date for completing the internship experience. It is recommended that this information be worked out in advance, and writing.

Personal Data:	
Name:	Student ID#:
E-Mail:	Telephone#:
Graduation Date:	Academic Major:

Internship Details:	
Start Date:	End Date:
Total # Weeks:	Hours per week (Total hours at site):
Semester:	Year: # of credits (check one) <input type="checkbox"/> 3 <input type="checkbox"/> 6
Site Name:	
Site Location:	

1. Describe your specific job responsibilities?

2. Outline what you expect to learn from the experience. How does this apply to your career goals?

3. When and how will your performance be evaluated at you internship site? How often will you have formal feedback sessions with your site supervisor (weekly is recommended)?
4. Describe the academic component of the experience (journal, paper, research, portfolio, etc.). How often will you have formal sessions with your faculty sponsor (monthly is recommend)?

Student Signature	Date

Faculty Sponsor :	Date
Print Name:	Signature
Department:	Phone:
Email:	

Site Supervisor Signature	Date
Name:	Signature
Department:	Phone:
Email:	