

## INTERNSHIP AGREEMENT FORM

An internship is any carefully monitored work or service situation in which a student sets and follows intentional learning goals and reflects actively on what she or he is learning throughout the experience.

### Part I Student

Name: \_\_\_\_\_  
PantherSoft#: \_\_\_\_\_ Semester: \_\_\_\_\_  
Tel: \_\_\_\_\_ Email: \_\_\_\_\_

1) Internships will be supervised by an Internship Advisor. It is the student's responsibility to meet with the Advisor before the beginning of the internship experience to set goals and expectations.

2) All interns will file a substantial report on their intern work upon completion of the experience. For information on how to write the internship report, visit [http://asian.fiu.edu/internship\\_opportunities.html](http://asian.fiu.edu/internship_opportunities.html)

### Part II Sponsoring Institution

Name of institution \_\_\_\_\_  
Address \_\_\_\_\_

Requirements for sponsoring institution include:

1. Student interns are expected to work in a pre-professional capacity, and not merely a clerical capacity. Interns are expected to gain exposure to a substantive areas related to Asia in their work.
2. Supervisors may be asked to provide a brief report on the performance of the student in his or her work as an intern to assist the evaluation.

Name of the supervisor: \_\_\_\_\_  
Telephone Number \_\_\_\_\_ E-mail \_\_\_\_\_  
Signature of Supervisor \_\_\_\_\_

I \_\_\_\_\_ have read and understood that it is my responsibility to meet all the requirements in effect for internships. Failure to meet any of the requirements may affect the final course grade.

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Student's Signature

Date