

# Sample Internship Contract

The following contract is designed to assist in providing a high-quality internship experience for both the intern and the employer. This form should be completed together by the intern and the immediate supervisor or mentor. Both parties should provide input into the completion of the form and agree to the terms outlined. Students receiving academic credit for the internship will often have their own academic contract to complete.

*Please note: This is not a legal contract.*

Student Name: _____			
Local Address: _____			
Address	City	State	Zip Code
Local Student Phone Number: _____			
Date Internship Begins: _____		Ends: _____	Rate of Pay: _____
Internship Employer: _____			
Internship Address: _____			
Address	City	State	Zip Code
Employer/Supervisor: _____		Title: _____	
Supervisor's Phone: _____		Supervisor's E-Mail: _____	

Goals to accomplish during internship: _____
_____
_____
List the projects that will be assigned to the intern: _____
_____
_____
Other goals: _____
_____

I agree to participate in the internship program for the dates indicated above.

Employer's/Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_