

FORM E

INTERNSHIP CONTRACT FOR LEARNING

(To be agreed upon and signed by student and mentor)

Student _____ Mentor _____

Academic Session _____ Internship Type _____

Student Agreement/Request

I have applied for permission to enroll in the Internship Program for the academic session indicated above. I am specifically interested in the training designated and I have read and agree to Guidelines listed below and to the goals and objectives as shown on my worksheet for Intern Applicants.

Guidelines for Internship (I agree to:)

1. Promptly meet with my Mentor for mutually agreed conference sessions.
2. Fulfill on-the-job training responsibilities assigned to me.
3. Attend campus class sessions as scheduled.
4. Cooperate in all assigned activities to my best ability.
5. Fulfill the contract as specified.

Signature of Student _____ Date _____ Phone _____

Mentor's Training Agreement

I hereby accept the above named intern based upon the basic guidelines listed above and the goals and objectives stated on the Initial Internship Application Card.

It is understood that as a professional I can add to or revise the suggested topics for discussion and/or the work schedule of the student in consultation with the Director of Christian Service.

Guidelines for Supervision (I, the mentor, agree to:)

1. Devote some personal contact time to guide this intern in his work.
2. To assign responsibilities to the student and evaluate his progress periodically.
3. To promptly submit the final evaluation report of the student's progress as stipulated.

Signature of Mentor _____ Date _____ Phone _____

Institution _____ Address _____

Position _____ Additional Comments _____

RETURN TO: Internship Professor, CCBBC, 300 Clear Creek Rd. Pineville, KY 40977