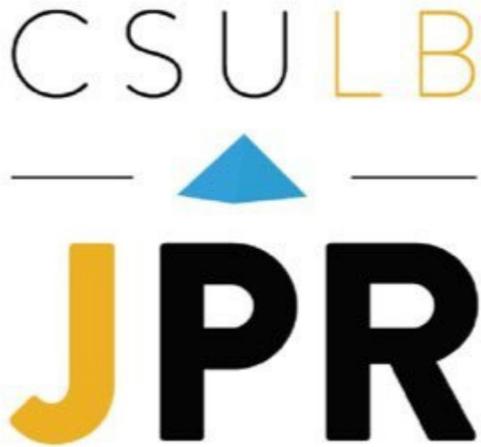


Welcome



INTERNSHIP LEARNING CONTRACT

2023-2024

Welcome to the JPR Internship Program!

Interns should complete this learning contract with their internship supervisor. It will be easiest to complete if you're together. The learning contract contains four sections, including a signature page.

PART 1: STUDENT INFORMATION

Student's name

CSULB ID number

Student's email address

Student's cell phone

Block 1

PART 2: ORGANIZATION INFORMATION

Please note that the intern's supervisor should have at least five years of professional experience.

Organization's name

Organization's website

Organization's address

Intern supervisor's name

Intern supervisor's email address

Intern supervisor's phone

Preferred method intern should contact supervisor when not on site

Link to supervisor's LinkedIn profile or professional biography

Block 2

PART 3: INTERNSHIP DETAILS

Semester of internship

Year

Anticipated start date

	Month	Day	Year
Please Select:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Anticipated end date

	Month	Day	Year
Please Select:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Location

Anticipated work schedule

Compensation

Explain what you believe the intern will learn through this experience.

Internships that qualify for academic credit through JOUR 498 must focus on developing the intern's skills. Describe the intern's tasks and responsibilities.

Describe how the student will be supervised and receive regular feedback.

Block 3

PART 4: ACKNOWLEDGEMENT

SUPERVISOR ACKNOWLEDGEMENT

I agree that the student listed above will be an intern at my organization, following this learning contract. I understand that the student must work a minimum of 100 hours during the semester to receive academic credit. I recognize that I am responsible for not only assigning work but also training and mentoring. I also agree to complete midpoint and final evaluations of the intern's work. I will provide five business days notice if I need to end the internship. Furthermore, I understand that the JOUR 498 faculty instructor decides whether the student receives credit or no credit for the internship.

×

SIGN HERE

[clear](#)

INTERN ACKNOWLEDGEMENT

I agree to the terms of the internship detailed in this learning contract and will record all hours at the internship. I understand that the internship supervisor intends to provide a valuable learning experience in a professional environment, and I will apply knowledge and skills acquired in the academic setting to this professional environment. I will maintain a professional attitude, appearance and work ethic, including punctuality. I also will communicate deadlines for JOUR 498 paperwork to my supervisor in a timely manner.

×

SIGN HERE

[clear](#)

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