Intern Profile

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| Name: | Internship Job Title: |
| Email: | Expected Start Date: |
| Cell Phone: | Expected Hours Per Week |
| Okay to call? Okay to text? | Total Number of Hours Needed: |

**I learn best by…**

**My work best when…**

**I am motivated to complete my tasks and work by…**

**The biggest strength I am bringing into this internship is…**

**A skill or something I may need help developing during my internship is…**

**The best way to show me appreciation for my work is by…**

**Supervisor Responsibilities:** Describe the role of your supervisor in facilitating the achievement of your learning objectives. How will they supervise, train, and evaluate you during your internship?

**My expected work schedule is…**

**(Please put the days and time you expect** to be on-site for your internship)

Monday

Tuesday

Wednesday

Thursday

Friday

**Internship Goals Agreement**

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| 1. Academic Learning & Application: related to ideas, concepts, or theories from your coursework. 2. Professional Skills Development: general skills such as oral/written communication, critical thinking, problem-solving, or leadership. 3. Personal Development: self-confidence, career awareness, work-life, balance, etc. |

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| **Intern Goals** | **Major Tasks to Accomplish Goal** | **How Will Goal Be Accomplished?** |
| Example: |  |  |
| Academic 1: |  |  |
| Academic 2: |  |  |
| Professional Skill 1: |  |  |
| Professional Skill 2: |  |  |
| Personal Skill 1: |  |  |
| Personal Skill 2: |  |  |

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| Intern’s Comments:  What have you done well in? What areas could you use some help in? Etc. |

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| Supervisor’s Comments:  What has your intern done well in, areas for improvement, general feedback, etc. |

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| Intern Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Intern Goals** | **Self-Evaluation**  **1 to 5** | **Supervisor Evaluation**  **1 to 5** |
| Academic 1  See Above |  |  |
| Academic 2  See Above |  |  |
| Professional Skill 1  See Above |  |  |
| Professional Skill 2  See Above |  |  |
| Personal Skill 1  See Above |  |  |
| Personal Skill 2  See Above |  |  |