

Glenn Getty
Student Intern (please print)
NASA LaRC
Intern Placement (please print)

Newport News Public Schools Magnet School Internship Agreement

The **Student Intern**, considering the internship experience as contributing to his/her career objectives, agrees:

1. To attend school and the internship site on a regular basis and to notify the teacher of all absences from school and the internship site as soon as possible. Without permission of the teacher, students may not go to the internship site without going to school. Failure to adhere to this part of the agreement will result in failure of the internship experience.
2. To perform internship responsibilities and classroom assignments and to adhere to the rules and regulations of the internship site and school.
3. To consult the teacher about any changes or difficulties arising at the internship site or related to the internship experience.
4. To represent the school and career sponsor by showing honesty, punctuality, courtesy, a cooperative attitude, proper health and grooming habits, appropriate dress and a willingness to learn.
5. To be responsible for his/her transportation to and from the internship site.

Glenn Getty 11/2/11
Student Intern Signature Date

The **Career Sponsor**, recognizing that a meaningful experience will contribute to the attainment of the student intern's career objective, agrees:

1. To provide a variety of experiences for the student intern.
2. To provide a minimum of 15 hours at the internship site.
3. To assist in the evaluation of the student intern.
4. To provide time for consultation with the teacher concerning the student intern regarding progress and/or difficulties.
5. To provide available instructional material and occupational guidance for the student intern.

Career Sponsor Signature Date

The **Parent of the Student Intern**, realizing the importance of the internship experience and the student attaining his/her career objective, agrees:

1. To encourage the student intern to carry out his/her duties and responsibilities.
2. To understand that the student intern must attend school on a regular basis. Students may not report to the internship site without attending school.
3. To accept responsibility for the safety and conduct of the student intern while he/she is traveling to and from the school, internship site, and his/her home.
4. To share the responsibility for the conduct of the student intern while in the program.
5. To make inquiries concerning the student intern through the teacher rather than directly to the career sponsor.

Glenn Getty 11/2/11
Parent or Guardian Signature Date

The **Teacher**, representing the school, will coordinate a positive internship experience for the student and his/her occupational career objective and agrees:

1. To make periodic visits to the internship site to observe the student intern, to consult with the career sponsor, and to render any needed assistance with problems of the student intern.
2. To assist in the evaluation of the student intern during their experience.
3. To provide in-school instruction related to the student intern's placement and career objective.
4. To work and cooperate with the career sponsor in developing appropriate activities related to the student intern's career objective and internship placement.
5. To inform the career sponsor of his/her responsibilities concerning the internship experience.

Teacher Signature Date

Magnet Program Director Signature Date