

Internship Planning Guide

This Guide is to be used in discussion between the Student and the Organization Supervisor. It should relate to the Student's Goal Statement and other materials presented in this Manual. Both the Student and the Organization Supervisor should sign the Planning Guide. (It is permissible to attach a narrative of 2-3 paragraphs describing the tasks, areas of responsibility, and major project/assignment instead of completing a weekly outline. See Appendix D for more information.)

<u>Week</u>	<u>Observation/Responsibility</u>	<u>Site</u>	<u>Supervisor</u>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Prospective Intern: _____ Date: _____
(Signature)

Organization Supervisor: _____ Date: _____
(Signature)