

Darien High School
Senior Internship Program Contract

Paper Copy Due: February 28, 2012 by 2:30 p.m. in the Blue Bin by the Attendance Desk

Student Intern Name: _____

A. As the Intern I agree:

- To adhere to the schedule and objectives which I have set for myself.
- To complete all internship requirements
- To complete all assignments agreed by myself and my teachers on the academic planner
- To email my Faculty Mentor once each week with my journal of daily activities
- To participate in the Internship Fair
- To submit the following forms:
 - a. Complete weekly timesheets signed by the site supervisor and given to the Faculty Mentor
 - b. Complete evaluation of site at end of internship
 - c. Complete a portfolio and present it at the mandatory Internship Fair at end of internship

I understand:

- That I am free of all academic requirements during the period of the internship Program.
- That I will receive a Pass/Pass with Distinction/Fail grade.
- That it is my responsibility to notify all teachers, coaches, and activity sponsors of my Program.
- That I may not receive payment for internship work.

Student's Signature: _____

B. To the Parent/Guardian

I am aware that my son/daughter is planning to participate in the Senior Internship Program at DHS. We have discussed the eligibility requirements (good attendance and punctuality, good academic standing, and no discipline problems) and realize that a last minute rejection from participation is possible based on these requirements. I have discussed the senior internship program with my son/daughter. My signature below demonstrates my approval.

Parent/Guardian's Signature: _____

Print Name: _____

C. To the Internship Supervisor

- The DHS Student Intern has met with me to discuss the aims and objective of the Senior Internship Program.
- We have determined goals and mutual expectations.
- I approve of his/her internship proposal.
- I will fulfill my obligations as Internship Supervisor by:
 - a. Signing off weekly timesheets provided by the intern.
 - b. Completing the Intern Performance Assessment form at the conclusion of the internship
- Furthermore, I agree **NOT** to remunerate this student in any way for services during the internship project.

Internship Supervisor Signature: _____

Print Name: _____