

## Butler University College of Liberal Arts and Sciences Academic Internship Contract

*This Contract is to be filled out by the faculty supervisor and signed by both the supervisor and the student. This form should be completed prior to the start of the internship. You may attach a standard syllabus instead of answering questions 1-3 – so long as those questions are clearly addressed in the syllabus.*

Student Name:		Major(s)	
Faculty Supervisor		On-Site Supervisor	
Course ID (e.g., MA402)		Internship Site (e.g., company)	
Credit Hours		Dates on site (from, to)	
Term of Enrollment (e.g., Summer I 2012)		Total Hours on site:	

Faculty Supervisor Signature & Date: \_\_\_\_\_

Student Signature & Date: \_\_\_\_\_

Describe the <b>major project(s)</b> associated with the internship. These may include papers, posters, reports, web-pages, presentations, etc. Please describe as clearly as possible the scope of these projects (e.g., page lengths for papers, length of presentations). Please also indicate due-dates for completion of these project(s).
Describe other academic requirements (e.g., readings, journals, meetings with faculty supervisor or other students).
Describe the expected contents of the final portfolio.