



Company Information and Job Description

Company Information

Employee Information

Employee name

School Name

Employer Information

Company name

Address

Supervisor Name

Supervisor Title

Internship Period

Weekly Schedule

Job Description

- 1) **What are the intern's responsibilities and role within the company?**
- 2) **What is the intern's working hours per week and total hours for the entire contract period?**
- 3) **What arrangements have been made for regular meetings between the company and the intern?**
- 4) **By what criteria will the company evaluate the intern's fulfillment of the internship?**

(Signature)

Name/Title of Supervisor

(Approval Date)