

**The Department of Human Resource Development and Technology**  
 The University of Texas at Tyler - 3900 University Blvd - Tyler, Texas 75799  
 (903) 566-7331 - jharbaugh@uttyler.edu

Fall   Spring   Summer   20\_\_\_\_   Semester internship:   TECH 4370   TECH 5370   HRD 4370   HRD 5370  
 TECH 4371   TECH 5371   HRD 4371   HRD 5371

**INTERNSHIP AGREEMENT**

Name of Student: \_\_\_\_\_ Social Security # \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

UT Tyler Teacher-Coordinator: \_\_\_\_\_ Department: \_\_\_\_\_

Sponsoring Firm or Agency: \_\_\_\_\_

Agency Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Student's Internship Objective: (Student is to attach a statement of objectives)

The normal hours of internship are as follows:

Monday	Tuesday	Wednesday	Thursday	Friday	Additional hours:

Description of duties or activities required in internship: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The agency or firm stipulated above agrees to supervise and assist in evaluating the intern named in cooperation with the teacher-coordinator. This document is not a legal contract and may be terminated by the agency or the teacher-coordinator in the event of gross neglect of duty by the student.

\_\_\_\_\_  
 Student's Signature                      Date

\_\_\_\_\_  
 Agency Supervisor                      Date

\_\_\_\_\_  
 Teacher-Coordinator                      Date

\_\_\_\_\_  
 Department Chair                      Date  
*(Consent of Chair is listed as a pre-requisite in the UTT catalog)*