

## Internship Learning Agreement

*Process:*

1. **Student (Participant 1):** Complete the form and then click Finish. Use the [How to Write Objectives](#) document to assist you with completing objectives. **When you have finished your portion of the agreement, you will need to enter the email addresses for your Internship Site Supervisor (as Participant 2 and Faculty Supervisor (as Participant 3)**
2. **Internship Site Supervisor (Participant 2):** Reviews agreement. Addendums/Notes can be included if additional information needs to be provided in the agreement. Click finish.
3. **Faculty Supervisor (Participant 3):** Reviews agreement. Addendums/Notes can be included if additional information needs to be provided in the agreement. Click finish.
4. A completed copy of the agreement is emailed to all parties.

### Internship Information

Student Name: Kaden Johnson	UVID: 10767662
Student Email: 10767662@my.uvu.edu	
Major: Web Design and Development	
Internship Provider: Smart Vision Works	
Site Supervisor Name (Participant 2): Sarah Prince	
Site Supervisor Email: sarahprince@smartvisionworks.com	
Site Supervisor Phone: (385) 367-6278	
UVU Faculty Supervisor Name (Participant 3): Kim P. Brown	
UVU Faculty Supervisor Email: kim.brown@uvu.edu	

Internship Start Date: 05/09/2022	Internship End Date: 05/19/2022
Avg Hours Per Week: 20	

### **Description of Internship:**

- 1. Provide a job description outlining your specific responsibilities, project, and/or tasks.**
- 2. How frequently will you receive feedback from your Site Supervisor? When and how will your job performance be evaluated?**
- 3. Provide specific dates when the projects, written work or other culminating activities are due to your Site Supervisor or Faculty Supervisor.**
- 4. Describe your arrangement for contact with your Faculty Supervisor.**

### **Learning Objectives:**

**List your primary learning objectives. Describe what you hope to learn and accomplish from this experience.** You are required to complete at least one objective per credit. The number of objectives you wish to establish is not as important as the significance of each objective and the time required to complete them. Refer to the "How to Write Objectives" document as you compile objectives.

**OBJECTIVE 1:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your site supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

**OBJECTIVE 2:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your Site Supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

**OBJECTIVE 3:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your site supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

**OBJECTIVE 4:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your Site Supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

**OBJECTIVE 5:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your site supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

**OBJECTIVE 6:** (What will you do?)

Estimated hours to complete objective:

Date of Completion (Estimated):

Method of Measurement: (How will your Site Supervisor and/or Faculty Supervisor evaluate your accomplishment?  
What will be the criteria for the measurement of your success?)

## Agreement:

**Student Intern:** I agree with and accept the academic and work assignments within this agreement. I will complete all work and academic assignment to the best of my ability. I accept the obligation of confidentiality in my work and will familiarize myself with and adhere to the employer's relevant policies/procedures and appropriate standards of ethical conduct.

**Site Supervisor:** I have discussed this internship with the intern and we have agreed upon the assigned work components appearing above. I agree to meet with the intern regularly to provide assistance, training, and consultation to the intern in order to help them progress toward the aforementioned learning objectives.

## Signatures:

**Student Intern** Kaden Johnson  
Kaden Johnson (May 15, 2022 15:24 MDT)

**Date** 05/15/2022

**Site Supervisor** \_\_\_\_\_

**Date** \_\_\_\_\_

**UVU Faculty Supervisor** \_\_\_\_\_

**Date** \_\_\_\_\_

**Site Supervisor Notes/Addendums (optional):**

**Faculty Supervisor Notes/Addendums (optional):**