



### Student Intern Information

Name		Student ID	
Address		City, State, Zip	
Phone		Email	

- I agree to uphold the commitment of 275 hours of service in my partnership with the sponsoring employer / mentor.
- I agree to submit a paper to the Faculty Advisor at the end of the internship. Details on the paper will be provided by the Faculty Advisor during the internship.
- I will work toward the established Learning Objectives as outlined in this contract and I will keep the Internship Faculty Advisor informed of any changes in my work or school status.
- I realize that if placed in a paid internship position by the college, I am not able to file an unemployment claim against my employer / mentor at the end of the placement.
- I hereby release the Seattle District of Community Colleges, its officers, employees, and agents from and against any and all claims or damages arising out of or in connection with the Internship Program and participation therein.

Student Signature		Date	
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### Employer and Supervisor Information

Employer Name			
Supervisor Name		Title	
Address		City, State, Zip	
Phone		Email	
Paid Position?		Wage (optional)	
Start Date		End Date	

- The employer is responsible for determining the student's eligibility to participate in an internship which includes background verification. Appropriate safety instruction will be provided by the employer.
- The employer reserves the right to discharge the student for just cause. However, if a problem arises after the student secures an internship, the college requests that the employer consults with the student and the Internship Faculty Advisor prior to such action.
- The college may also terminate the agreement if the training site no longer accommodates educational requirements after due consultation with the employer and student.
- The employer shall evaluate the student on a form provided by the college at the end of the student's internship.

## Internship Agreement & Learning Objectives

- *The employer will comply with Federal and State Labor and Industry regulations and will not reduce or replace the hours of any regular employee at the worksite.*
- *The employer does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, sexual identity, age, marital status, veteran status, or disability.*
- *The employer indicated above agrees to waive any and all claims that may arise against the Seattle District of Community Colleges, its officers, agents, or employees in connection with the Internship Program and participation therein.*

<b>Supervisor Signature</b>		<b>Date</b>	
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### Faculty Advisor Approval

<b>Advisor Name</b>		<b>Course</b>	
<b>Phone</b>		<b>Email</b>	

- *I give the above student permission to participate in an internship and agree to be their Internship Faculty Advisor.*
- *I will work with the Student Intern and the Site Supervisor to define learning objectives.*
- *I will contact or visit the internship site at least 2 times per quarter to determine the Student Intern's progress and address any questions or concerns as they arise.*

<b>Faculty Advisor Signature</b>		<b>Date</b>	
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## Learning Objectives

Washington State requires all students who register for internship credits to develop a set of measurable learning objectives. Learning objectives refer to a set of statements that clearly describe a result to be accomplished during the student's internship experience and should be tied directly to the program learning outcomes. The learning objectives that you outline should be *specific, reasonable, achievable, and measurable* goals. Types of appropriate learning objectives can be developed in the following areas:

- **Career-Oriented Objectives:** These relate to your *career goals*.
  - **Example:** "I would like to learn about how large-scale software companies set up stage and production deployment pipelines in order to gain practical release engineering experience."
- **Skills Acquisition Objectives:** These relate to developing *new* on-the-job skills or learning new tasks or ideas.
  - **Example:** "I have never used JavaScript frameworks for server development before. My goal is to create a REST API on a hosted server using the Node.js JavaScript framework."
- **Skills Application/Development Objectives:** These relate to improving or developing your *current* skills.
  - **Example:** "I have current experience with PHP front-end web forms. My goal is to learn an MVC framework which can be used to create single-page web applications that enable dynamic user interactions with minimal network traffic."
- **Human Relations Objectives:** These relate to improving communication and interpersonal skills which can create a more positive environment.
  - **Example:** "I will improve my ability to work on a team in a large software development organization, including interfacing with other groups in order to complete projects which require large-scale coordination."

## Example Objective Statement

- **Objective:** "I would like to learn how to deploy web applications in an Amazon Web Services environment."
- **Actions:** "(1) I will get authorized access to AWS tools and the current web application deployment scripts; (2) I will create new Cloud Formation templates to deploy the web application as part of the automated test and deployment steps."
- **Result:** "I will know I completed this objective when I can walk another engineer through all steps of the process and when code update to the main branch of the repository result in updated stage and production deploys."
- **Importance:** "This objective is important to me because I need to be able to not only build, but deploy the web applications built, getting them live and reliably set in front of the customer."
- **Program Learning Outcomes:** "Upon meeting my goal I will have achieved program learning outcomes #1, #5, #6, and #9."

*Work with your Internship Site Supervisor and Internship Faculty Advisor to complete 3-4 learning objectives. These objectives should be relevant to your internship position and help you develop your professional skills.*

## **Program Learning Outcomes**

The core education requirements of the BAS degree in Application Development are designed to fulfill a set of desired learning outcomes for the education of undergraduates in the United States. These program learning outcomes include:

1. Identify and analyze user requirements using industry-recognized tools and strategies to interview stakeholders, and to prioritize and document requirements.
2. Compare and assess different approaches to software development lifecycle and apply effective strategies to manage the process of developing, designing, testing, and delivering a software application.
3. Develop and document application functional design meeting the project objectives and constraints, including supporting justification and cost-benefit analysis.
4. Develop software components meeting the design specifications, and plan and execute integration of various component systems and acceptance testing, employing appropriate quality assurance standards and procedures.
5. Collaborate effectively with a wide range of professionals, in person and virtually, using tools and strategies that support cooperative software development practices.
6. Present and effectively communicate complex technical concepts and constraints to a wide range of technical and non-technical stakeholders.
7. Research trends in software development and acquire and integrate new skills and knowledge to keep abreast of changes within the software development profession.
8. Manage software development project activities and deliverables in a timely and efficient manner.
9. By the end of the program graduates will have developed a portfolio of industry-based software development projects, documenting process, role in the development team, and outcomes.

## Objective #1

**What is your objective/goal?** What would you specifically like to know or be able to do by the end of your internship?

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**What will you do to accomplish this goal?** *(Provide 2 specific actions)*

1.
2.

**How will you and others know you've accomplished your goal?**

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**Describe why this objective is important to you?**

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**What program learning outcome(s) does the proposed objective meet?** *(Refer to the **Program Learning Outcomes** section on page 4 and list the relevant numbers)*

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## Objective #2

**What is your objective/goal?** What would you specifically like to know or be able to do by the end of your internship?

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**What will you do to accomplish this goal?** *(Provide 2 specific actions)*

1.
2.

**How will you and others know you've accomplished your goal?**

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**Describe why this objective is important to you?**

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**What program learning outcome(s) does the proposed objective meet?** *(Refer to the **Program Learning Outcomes** section on page 4 and list the relevant numbers)*

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### Objective #3

**What is your objective/goal?** What would you specifically like to know or be able to do by the end of your internship?

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**What will you do to accomplish this goal?** (*Provide 2 specific actions*)

1.
2.

**How will you and others know you've accomplished your goal?**

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**Describe why this objective is important to you?**

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**What program learning outcome(s) does the proposed objective meet?** (*Refer to the **Program Learning Outcomes** section on page 4 and list the relevant numbers*)

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## Objective #4

**What is your objective/goal?** What would you specifically like to know or be able to do by the end of your internship?

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**What will you do to accomplish this goal?** *(Provide 2 specific actions)*

1.
2.

**How will you and others know you've accomplished your goal?**

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**Describe why this objective is important to you?**

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**What program learning outcome(s) does the proposed objective meet?** *(Refer to the **Program Learning Outcomes** section on page 4 and list the relevant numbers)*

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