**Responsibilities of the Internship Student During the internship, the student is responsible for the following:**

1. Discuss progress and engage in discussion of topics relevant to the operation and philosophical perspective of the office and functional area in general.

2. Carry out established activities and any additional responsibilities which are mutually agreed upon by the student and site supervisor.

3. Fulfill agreed upon time commitments.

4. Conduct oneself in a responsible and professional manner.

5. Raise concerns with the site supervisor and seminar instructor if the objectives for the internship are not being met or if the supervision being received is inadequate.