

INTERNSHIP LEARNING AGREEMENT

Internship Position Information:

COLLEGE OF LIBERAL ARTS

UNIVERSITY OF MINNESOTA

To be completed by the Student Intern with approval from the Site Supervisor.

STUDENT INFORMATION:

Student Name: _____ Major: _____

Student Email: _____ Phone: _____

SITE & SUPERVISOR INFORMATION:

Name of Site: _____

Internship Site Address: _____

Supervisor's Name & Title: _____

Supervisor's Email: _____ Supervisor's Phone: _____

INTERNSHIP POSITION INFORMATION:

Internship Position Title: _____

Start Date: _____ End Date: _____

Average number of hours anticipated at the internship site, per week: _____

(Total hours needed depends on the number of credits a student is registered for and course requirements.)

Is the internship paid (stipend or hourly) or unpaid? _____

DESCRIPTION OF INTERN'S DUTIES AND RESPONSIBILITIES:

(i.e. On a day-to-day basis, what is expected of the intern, what projects will be included in the intern's assignments, etc. Attach an additional page if necessary or a copy of the position description.)

RELEVANCE OF CORE CAREER COMPETENCIES TO THE POSITION:

Select the top 3 [Core Career Competencies](#) relevant to this internship position overall.

☐ Analytical & Critical Thinking

☐ Innovation & Creativity

☐ Active Citizenship & Community

☐ Applied Problem Solving

☐ Oral & Written Communication

Engagement

☐ Ethical Reasoning & Decision
Making

☐ Engaging Diversity

☐ Digital Literacy

☐ Teamwork & Leadership

☐ Career Management

INTERNSHIP LEARNING GOALS:

Describe four primary learning goals for this internship experience by completing all the prompts below for each goal. Please refer to the **Internship Learning Agreement Overview** for additional instructions on how to complete this portion.

Learning Goal #1:	Related Core Career Competencies (select all that apply)
Action Steps - What, when, where, and how will you accomplish your goal?	<input type="checkbox"/> Analytical & Critical Thinking <input type="checkbox"/> Applied Problem Solving <input type="checkbox"/> Ethical Reasoning & Decision Making <input type="checkbox"/> Innovation & Creativity
Measurement of Goal - How will you objectively measure your success?	<input type="checkbox"/> Oral & Written Communication <input type="checkbox"/> Teamwork & Leadership <input type="checkbox"/> Engaging Diversity <input type="checkbox"/> Active Citizenship & Community Engagement
Rationale - Explain why this goal is important to you	<input type="checkbox"/> Digital Literacy <input type="checkbox"/> Career Management

Learning Goal #2:	Related Core Career Competencies (select all that apply)
Action Steps - What, when, where, and how will you accomplish your goal?	<input type="checkbox"/> Analytical & Critical Thinking <input type="checkbox"/> Applied Problem Solving <input type="checkbox"/> Ethical Reasoning & Decision Making <input type="checkbox"/> Innovation & Creativity
Measurement of Goal - How will you objectively measure your success?	<input type="checkbox"/> Oral & Written Communication <input type="checkbox"/> Teamwork & Leadership <input type="checkbox"/> Engaging Diversity <input type="checkbox"/> Active Citizenship & Community Engagement
Rationale - Explain why this goal is important to you	<input type="checkbox"/> Digital Literacy <input type="checkbox"/> Career Management

Learning Goal #3:	Related Core Career Competencies <i>(select all that apply)</i> <ul style="list-style-type: none"> <input type="checkbox"/> Analytical & Critical Thinking <input type="checkbox"/> Applied Problem Solving <input type="checkbox"/> Ethical Reasoning & Decision Making <input type="checkbox"/> Innovation & Creativity <input type="checkbox"/> Oral & Written Communication <input type="checkbox"/> Teamwork & Leadership <input type="checkbox"/> Engaging Diversity <input type="checkbox"/> Active Citizenship & Community Engagement <input type="checkbox"/> Digital Literacy <input type="checkbox"/> Career Management
Action Steps - What, when, where, and how will you accomplish your goal?	
Measurement of Goal - How will you objectively measure your success?	
Rationale - Explain why this goal is important to you	

Learning Goal #4:	Related Core Career Competencies <i>(select all that apply)</i> <ul style="list-style-type: none"> <input type="checkbox"/> Analytical & Critical Thinking <input type="checkbox"/> Applied Problem Solving <input type="checkbox"/> Ethical Reasoning & Decision Making <input type="checkbox"/> Innovation & Creativity <input type="checkbox"/> Oral & Written Communication <input type="checkbox"/> Teamwork & Leadership <input type="checkbox"/> Engaging Diversity <input type="checkbox"/> Active Citizenship & Community Engagement <input type="checkbox"/> Digital Literacy <input type="checkbox"/> Career Management
Action Steps - What, when, where, and how will you accomplish your goal?	
Measurement of Goal - How will you objectively measure your success?	
Rationale - Explain why this goal is important to you	

Stage of Approval:

☐ Initial draft - needs review by supervisor
 ☐ Final copy - supervisor has approved the above learning goals

Student Signature: _____ Date: _____

Site Supervisor Signature: _____ Date: _____

