



English Department  
University of Missouri

## INTERNSHIP CONTRACT

This contract must be on file in the English Department *two days prior* to the beginning of the internship.

Student Name \_\_\_\_\_ Student No. \_\_\_\_\_

English Major \_\_\_\_\_ Minor \_\_\_\_\_ Year in Program \_\_\_\_\_

Address During Internship \_\_\_\_\_

Phone (day time) \_\_\_\_\_ Email \_\_\_\_\_

Internship Company Name \_\_\_\_\_

Job Supervisor Name & Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Email \_\_\_\_\_

Date Internship To Begin \_\_\_\_\_ And End \_\_\_\_\_

Internship Description: (Attach a letter explaining how this job qualifies as an English internship, what duties will be expected of the intern, and what skills will be gained from the internship.)

Hours student will work within the academic term (check one):

\_\_\_\_\_ 50+ hours (for 1 credit hour)

\_\_\_\_\_ 100+ hours (for 2 credit hours)

\_\_\_\_\_ 150+ hours (for 3 credit hours)

\* The student will be billed for the appropriate number of credit hours.

By signing below, we agree to the terms and conditions set forth in this internship contract.

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

Job Supervisor's Signature & Date \_\_\_\_\_

Departmental Coordinator's Signature & Date \_\_\_\_\_