



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

Internship Coordinator's Signature & Date

Return completed contract to:

Dana Kinnison
Internship Coordinator
107 Tate Hall
Columbia, MO 65211
Fax: 573-882-5785