

# HPU ON-CAMPUS INTERNSHIP AGREEMENT

Students are encouraged to pursue off-campus internships for an educational experience that allows professional development, networking opportunities, and exposure in their desired field. Students participating in on-campus internships work with university personnel, and they may encounter a structural problem that impacts their experience and learning opportunities. If a student experiences a conflict-of-interest situation on campus, they should know that their advisor, department chair, and dean will help them navigate the situation.

Approval of on-campus internships are at the discretion of the Dean of your school. Consent is dependent on the internship job description, the student's major, and the student's future occupational interest. To receive academic credit for an on-campus internship, the student must complete this form:

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Name of Internship (completed by student)\_\_\_\_\_

Department on Campus (completed by student) \_\_\_\_\_

Site Supervisor Name (completed by student) \_\_\_\_\_

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Student Name/Signature

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Date

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Faculty Instructor Name/Signature

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Date

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Faculty Advisor Name/Signature

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Date

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Academic Dean OR Department Chair Name/Signature

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Date