

ARH 4941 ARH 5940 INTERNSHIP CONTRACT

This internship contract must be completed and approved before signing up for the course and prior to the internship starting date. This is a 3-credit course, requiring 240 hours of internship work - 15 hours per week during the Fall or Spring semesters, or 20 hours per week during the Summer semester.

Along with completing the required 240 hours, the student is also responsible for the following:

- Log of hours
- Journal documenting tasks and accomplishments
- Examples of work completed during your internship
- Essay/Final Report – Summarizing overall internship experience (500 words or more)
- Supervisor Evaluation

At the end of the semester, all items must be submitted via email to:
 Department Chair, Prof. Tori Arpad-Cotta arpadt@fiu.edu
 Christopher Rodriguez Barake crodriguez@fiu.edu

Student Name: _____

Panther ID: _____

E-mail: _____

Phone: _____

Internship Semester: _____

Institution: _____

Address: _____

Supervisor's Name: _____

Title: _____

Phone: _____

E-mail: _____

Brief description of the internship project (duties & responsibilities):

Signature of Internship Supervisor: _____ **Date:** _____

Signature of Student: _____ **Date:** _____

Signature of FIU Faculty: _____ **Date:** _____

Signature of Department Chair: _____ **Date:** _____

INTERNSHIP EVALUATION

This internship is a 3-credit course, requiring 240 hours of internship work - 15 hours per week during the Fall or Spring semesters, or 20 hours per week during the Summer semester.

Along with completing the required 240 hours, the student is also responsible for the following:

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- Supervisor Evaluation

Grading Policy for Art + Art History Internships

- Evaluation by supervisor on the job - 50% of the grade
- Journal and log - 25% (FIU Faculty)
- Final report - 25% (FIU Faculty)

Internship Supervisor's Evaluation:

Signature of Internship Supervisor: _____ **Date:** _____

At the end of the semester, all items must be submitted via email to:
Department Chair, Prof. Tori Arpad-Cotta arpadt@fiu.edu
Christopher Rodriguez Barake crodr@fiu.edu