

This form is intended to be developed with assistance from the Job Supervisor and Program Advisor. These individuals will describe the most important skills that will be developed during the Southwest Virginia Community College internship experience and the relevant tasks to be carried out in the fields below. **The Learning Objectives must have final approval from the Chief Academic Officer before the experience begins.**

Required signatures must be obtained when the document is finalized before the internship experience. At the end of the internship experience, the Job Supervisor will use this form to evaluate if the student has met the Learning Objectives.

Course Number:

Enrolled Program:

Job Supervisors: Please write a description of the nature of the work the student will provide below. Interns may complete tasks incidental to their placement in addition to activities approved below.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Internship Start Date:

Internship End Date:

Hours per week:

Hourly Rate:

Students: At the end of the work experience, your Job Supervisor will evaluate how well you accomplished each of the objectives by circling an option below for each objective.

<i>By the end of the internship experience, the student will have met the below learning objectives:</i>		JOB SUPERVISOR'S EVALUATION (MARK ONE)
1.		<input type="checkbox"/> FAR EXCEEDS STANDARD <input type="checkbox"/> ABOVE STANDARD <input type="checkbox"/> STANDARD <input type="checkbox"/> BELOW STANDARD
2.		<input type="checkbox"/> FAR EXCEEDS STANDARD <input type="checkbox"/> ABOVE STANDARD <input type="checkbox"/> STANDARD <input type="checkbox"/> BELOW STANDARD
3.		<input type="checkbox"/> FAR EXCEEDS STANDARD <input type="checkbox"/> ABOVE STANDARD <input type="checkbox"/> STANDARD <input type="checkbox"/> BELOW STANDARD
Student's Signature:	Date:	<i>Job Supervisor, Initial & Date of Evaluation</i> _____ _____
Job Supervisor's Signature:	Date:	
Program Advisor's Signature:	Date:	
Chief Academic Officer's Signature:	Date:	