

# Internship Agreement for Student Personnel Administration Concordia University Wisconsin Graduate School

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Student Name: \_\_\_\_\_ Practicum Dates: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_

Practicum Site: \_\_\_\_\_ Practicum Domain: \_\_\_\_\_

Practicum Supervisor: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

**Practicum Goals:** List measurable goals and objectives you desire to accomplish throughout this experience.

**Practicum Outline:** Outline major categories including areas of responsibilities. In each major category approximate the distribution of your hours.

### **Methods of Evaluation:**

1. Journal specifically documenting your day to day experiences
2. Written Summary. 3-5 pages to include the Student Learning Imperative
3. Internship Portfolio. As appropriate include all publicity or written communications collected during the experience
4. Written evaluation from Internship Site Supervisor

### **Practicum Agreement**

I have read the Practicum Agreement and approve all conditions as stated.

Graduate Student \_\_\_\_\_ Date \_\_\_\_\_

Supervising Instructor *Steve Crook* \_\_\_\_\_ Date \_\_\_\_\_

Advisor *Dr. Andrew Luptak* \_\_\_\_\_ Date \_\_\_\_\_