

SOUTHERN WAKE ACADEMY

Senior Internship Proposal Cover Sheet

Business & Service Agency Internship Proposal

Student Name: _____

Date: _____

Attached to this cover sheet, you must create a proposal using the following format.

Internship proposal must include:

1. The proposed internship site location
2. Name and contact information of the site supervisor (phone & email)
3. Purpose of proposed internship
4. Dates and time of the proposed internship
5. You anticipated duties and responsibilities
6. What knowledge and skills you expect to learn
7. Explain how this internship relates to your future career goals

I have reviewed this proposal and give my permission for _____
STUDENT NAME

to participate as an intern at _____
PLACE OF WORK/VOLUNTEER

for the period specified.

Parent/Guardian Signature

DATE

Student Signature

DATE

Adviser Signature

DATE

Supervisor/Mentor Signature

DATE