



JONES COLLEGE OF BUSINESS

Business Administration/Management/Business Innovation and Entrepreneurship Intern Application

Student Name: \_\_\_\_\_ MTSU ID # \_\_\_\_\_

Hours Completed: \_\_\_\_\_ Major: \_\_\_\_\_

Semester of Internship: \_\_\_\_\_ Year: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please list your personal internship objectives:

- 1. \_\_\_\_\_
2. \_\_\_\_\_

I agree to:

- Meet with Internship Coordinator as requested
• Work a minimum of 225 hours for 3 hours of college credit
• Work in a company approved by the Internship Coordinator
• Perform in a professional manner and comply with employing company's regulations and policies
• Maintain employing company's confidentialities
• Submit an Internship Portfolio by designated due date to Internship Coordinator
• Ask employing company to complete and submit Employer Evaluation of Intern form by designated due date

Student Intern Signature \_\_\_\_\_ Date \_\_\_\_\_

Intern Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

Department Chair Signature \_\_\_\_\_ Date \_\_\_\_\_

Return to: Dr. Kristen Shanine in BAS N143 or email to Kristen.Shanine@mtsu.edu