



## FIT (Forty-hour Internship Tryout) Expectations Form

The purpose of the FIT program is to provide high school junior and seniors with an opportunity to 'tryout' a career experience prior to their entering a technical, associate or bachelor degree education experience.

Please read the list of expectations and responsibilities for the intern and internship supervisor and then sign and date at the bottom of the form.

### FIT Intern

- Know and abide by all policies, rules, regulations of the site where you are assigned to intern.
- Be prompt, responsible, respectful and self-motivated during all intern related experiences.
- Maintain a mature and professional relationship with clients, staff and peers.
- Exhibit behaviors as a positive role model in representing yourself and your school.
- Complete an evaluation at the conclusion of your experience focused on how you contributed to and what you learned at your internship location.

### FIT Internship Supervisor

- Review student Talent Transcript and interview student in person or by phone prior to beginning.
- Inform student of the format for and the expectations of your internship opportunity.
- Help intern understand the nature of the career area to which you are exposing them.
- Complete brief evaluation of the student intern at the conclusion of the internship.

A one paragraph overview of the intern experience will be prepared by the employer. The intern host will do everything possible to convey as much information about their career as possible in the time allotted.

This internship experience in no way is deemed to be an employer/employee relationship between the intern and internship host. By signing this document, the intern agrees to release the intern host from any and all claims, actions, damages and liabilities, injury or loss that in any way are caused by, arise out of or result from his or her participation in this internship experience.

The internship host has the right to end the internship for cause at any time during the experience.

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

Intern Employer Signature \_\_\_\_\_ Date \_\_\_\_\_