

Graduate Internship Approval Agreement

Last Name		First Name	
Phone Number		Email	
TUID		Semester in which internship will be completed: <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	
Graduate Program			
<input type="checkbox"/> Sport Business <input type="checkbox"/> Hospitality Management <input type="checkbox"/> Travel and Tourism <input type="checkbox"/> Other _____			
Concentration (if declared)			
Sport Business: <input type="checkbox"/> Athletics Administration <input type="checkbox"/> Event Management <input type="checkbox"/> Sport Analytics			
Hospitality Management: <input type="checkbox"/> Hospitality Operations <input type="checkbox"/> Event Management <input type="checkbox"/> Tourism & Hospitality Mgmt			
Internship Goals – Please describe the goals and areas of interest you have for your internship experience. Include potential organizations you have an interest in. Indicate Internship Course: _____			
Code of Conduct			
Please review the following statements and indicate you have read/understand them.			
I understand it is my responsibility to notify the Center for Student Services and Center for Student Professional Development if I unsuccessfully complete <i>any</i> academic requirements during this semester within 48 hours of grades being posted. I understand if I do not successfully complete a course I may not be permitted to proceed with internship, even if I have an internship secured.			<input type="checkbox"/> I agree.
I understand I will be expected adhere to a strong code of ethics, morality, integrity, and professional behavior as I go through the internship process, and at the internship site. My conduct should make the employer want to host interns from STHM in the future, and I realize I am not only representing myself but also STHM and Temple University.			<input type="checkbox"/> I agree.
I will only submit resumes and interview with companies in which I have genuine interest. I agree I will not engage in practice interviewing with organizations I do not have an interest in. I will be at least 15 minutes early to all scheduled interviews.			<input type="checkbox"/> I agree.
I will provide accurate information about my academic and work history and will not falsify/exaggerate any information that may mislead a company in reviewing my application.			<input type="checkbox"/> I agree.
I understand that once the CSPD has reviewed my Offer Letter and Job Description and I have accepted the internship experience that I will end all internship communication with other organizations. I understand I am not able to change my internship once it has been approved by the CSPD and I have accepted the position.			<input type="checkbox"/> I agree.