



Students applying for academic credit must have this work contract form on file with CTE/ Student Job Services. Please follow the steps listed below to complete the required work contract and to receive approval to register for the internship course:

Student completes the student information section and provides signature.

Contact your internship instructor to discuss internship site, course requirements, and obtain signature.

Return Completed form to the CTE/ Student Job Services office via email, fax, or in person to receive permission to register. Register and pay for the internship course by the college's published deadline for the term.

INTERNSHIP INSTRUCTOR CONTACT INFORMATION

Instructors Name:

Department:

Email:

Phone:

Student Information (To be completed by student)

Internship Term:

Fall

Spring

Summer

Year:

Name:

Student I.D.:

E-mail:

Phone:

Program of Study:

Completion Date:

Internship Company:

Internship Supervisor:

Student Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

I understand and agree to the responsibilities expected of me during the internship. I will adhere to the agreed upon work and provide my employer with high quality work performance. I am aware of the compensation arrangement that has been made for the work I will be completing; that this is a learning experience and that I am not entitled to a job upon the completion of the experience.

In consideration of being permitted to participate in an internship with the company listed herein, myself, heirs, assigns forever discharge Pensacola State College, the employees thereof, and the State of Florida, from any and all actions, causes of action, claims, charges, demands, complains, damages, injuries, costs, loss of services, expenses and compensation on account of or arising while in, on, en route to or from said internship.

Student Signature:

Date:

Instructor Signature:

Date:

Please submit the completed form. If you have any questions about the form or Internships please contact CTE/Student Job Services at 850-484-1654 or studentjobservices@pensacolastate.edu