



DIG 3940 - BAS Digital Media

Agreement to Accept Intern

Internship Coordinator: Liz Murphy Thomas – Liz.Thomas@fscj.edu or (904) 646-2067

Please fill out this form and return in person/via email to:

Lori Cimino, Instructional Program Manager
ASL/English Interpreting & Digital Media/Multimedia Technology
Florida State College at Jacksonville – South Campus
11901 Beach Boulevard – E105
Jacksonville, FL 32246
Lori.Cimino@fscj.edu / (904) 646-2392

_____ (name of company or organization)

accepts _____ (name of intern)

as an intern for the _____ Semester, 20____ as a/an paid unpaid internship.

This intern will be working in the

_____ (name of department) under the supervision of

_____ (name and title of supervisor)

_____ (address)

_____ (telephone number)

_____ (e-mail).

I/we understand that this student will receive three semester hours of academic credit from Florida State College at Jacksonville via enrollment in DIG 3940, Internship, and that our evaluation of the intern, plus the intern’s successful achievement of the agreed learning objectives, are important factors in the determination of the intern’s grade in this course. I/we further understand that I/we can terminate this internship at any time by notifying the intern, and if possible, the Instructional Program Manager, Lori Cimino lori.cimino@fscj.edu/ (904) 646-2392.

I/we have received a copy of the *Internship Guide to Employers*. We will schedule the intern for a total of 180 clock hours during the course of the semester and complete the online *Employer Internship Experience Evaluation* upon receipt from the Internship Coordinator.

Date _____ Signature _____