



DIG 3940 - BAS Digital Media

Agreement to Accept Intern

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

Digital Media/Multimedia Technology
Florida State College at Jacksonville – South Campus
Jacksonville, FL 32246
basdigitalmedia@fscj.edu

_____ (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. We will schedule the intern for a total of 180 clock hours during the course of the semester. I/we further understand that I/we can terminate this internship at any time by notifying the intern, and if possible, the associated faculty member, Liz Murphy Thomas liz.thomas@fscj.edu (904) 646-2067.

☐ I/we have received a copy of the *Internship Guide to Employers*.

Signed _____ Date _____