University of Central Florida

Department of Management
Management Internship-Employer Agreement

I agree to provide the Management Internship Student at least 300 hours of employment over the course of the semester.

I agree to provide a professional management experience over the course of the semester (cleriacal work and other various menial tasks will be no more than 20% of the total job description.)

I will provide a meaningful work experience, which will supplement and enhance the concepts expressed in academic sources.

I will offer the student an opportuntity to assess his/her abilities and interests in management.

If there are any problems or concerns with the intern, I will contact the Management Department Internship Coordinator immediately.

This internship experience will provide inside exposure to the structure, operations, and decision-process within our organization.

I agree to provide the university with a performance appraisal on the student at the end of the semester.

I agree to all of these statements : **Yes** **No**
(please circle one)

Management Intern:

Organization:

Supervisor:

Contact Number:

Date:

Please return to Richard Quinn, Management Internship Coordinator by fax at (407) 823-3725.