

FORM B

Please submit a learning contract (sample contract provided in internship packet) with Form B. This form is to be signed by the student and the internship supervisor and submitted by the end of the second week of the semester. These documents (Form A, Form B, and the Learning Contract) are to be submitted to Dr. Richard Woodall, Dean School of Business, Avila University, 11901 Wornall Road, Kansas City, Missouri 64145 with a copy of the supervising faculty member: _____.

By signing in the spaces provided, the student and internship supervisor acknowledge having read the Business Internship Guidelines and agree to fulfill all requirements set forth in the guidelines and in the attached learning contract.

Student Signature

Date

Internship Supervisor Signature

Date

APPROVED BY:

Dean School of Business

Date