



COLLEGE OF BUSINESS
INTERNSHIP PROGRAMS

**INFORMATION,
DOCUMENTATION &
FORMS**

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College of Business Mission, Vision, and Values

The faculty, staff, and administration of the College of Business take pride in their commitment to the following:

Mission

We in the College of Business are committed to academic excellence, ethical conduct, and a learner-centered environment characterized by quality teaching, outcomes assessment, and continuous improvement. Our students can take pride in their developed competencies and the distinctiveness of the College's programs. We shall be noted for being responsive to changes in workforce needs; building/maintaining good relationships with employers and community; preparing our students to excel in a global environment; and providing high-quality interns and graduates who meet and exceed employer expectations, deal effectively with change, and are committed to lifelong learning.

Vision

The College of Business will be distinctive for its provision of highly regarded career-oriented business education, adding value to our students through innovative teaching and learning processes, ensuring that they are well-prepared to make immediate contributions to their employers and society upon graduation. Our graduates will be sought because their competencies are of high quality and are consistent with current and future workplace needs.

Values

Learning: We value the development of competency through active learning. We believe opportunity, relevance, and engagement are central to learning effectiveness.

Respect: We value others and endeavor to treat them with dignity, respect, and equity, focusing on the development of constructive and collegial relationships.

Diversity: We value diversity and strive to realize its synergistic benefit.

Integrity: We value high standards of professional and ethical conduct. We will do the right things, in the right ways, for the right reasons.

Excellence: We value excellence, expecting it of ourselves and of those with whom we interact.

Change: We value change for the vitality it can yield, acknowledging its inevitability and uncertainty.

Continuous Improvement: We value continuous quality improvement and the use of systematic performance assessment in support of all that we do.

Ferris State University - College of Business Internship Program Internship Guidelines

All students must meet the following criteria in order to participate in a credit-granting internship opportunity:

1. Be currently enrolled in a College of Business BS or AAS, Minor or Certificate Program
2. Have successfully completed at least 24 College of Business credit hours for undergraduate or 15 credit hours for graduate students
3. Earned at least a CUMULATIVE 2.0 GPA (undergrad) or 3.0 GPA for graduate program students.
4. Is and will remain in good academic standing with the University while on internship
5. Is and will remain in good behavioral standing with the University while on internship
6. Agree to work (and successfully complete) at least 80 clock hours for each 1 credit internship over a minimum 10 week duration. (*AIMC requires 240 clock hour minimum for each 1 credit internship credit hour*)
7. Understand that past work experience DOES NOT qualify for internship credit
8. Agree that a family member may not be an immediate supervisor of student while on internship
9. Agree that the opportunity for completing a future internship will be lost if a commitment to an employer is made and then broken by the student
10. Assume all inherent risks while completing the internship by signing Internship Programs Liability Release form



Resources for Finding an Internship

Finding an internship can be very difficult for students, especially if you have no idea where to begin. Below is a list of websites that should help get you started. Many companies only post internships on their company website! In addition to investigating the following sites, it is recommended that you explore the websites of companies in your field to see if they have internship programs available.

Ferris State University

www.ferris.edu/cob/internships
www.twitter.com/COBInternships
www.facebook.com/FSUCOB.internship.program
www.ferris.edu/careerservices

Internship Preparation

www.wetfeet.com
www.about.com/cs/internships
www.blog.theladders.com
www.theundercoverrecruiter.com/career
www.glassdoor.com
www.youtern.com/thesavyintern
www.internqueen.com/blog
www.hercampus.com
www.onetonline.org
www.internshipprograms.com

International Internships

www.internabroad.com
www.studyabroad.com
www.goabroad.com
www.cisabroad.com
www.globallinksabroad.com
www.atlassliced.com
www.jetprogramme.org
www.borenawards.org
www.clscholarship.org
www.us.fulbrightonline.org
www.globalexperiences.com

State & Federal Government

www.ajb.dni.us/
www.house.gov/watt/
www.bishop.house.gov
www.usajobs.gov
www.ielnet.org
www.makingthedifference.org
www.whitehouse.gov/government/wh-intern.html
www.gogovernment.org
www.wiidc.org

Internship Search Links

www.michigan.gov/miintern (Employers statewide)
www.dice.com (IT Jobs)
www.hotjobs.com
www.jobweb.com
www.idealists.org
www.indeed.com
www.internships.com
www.microsoft.com/college
www.monster.com
www.rsinternships.com
www.wetfeet.com
www.craigslist.com
www.careeradvocate.com
www.internjobs.com
www.computerjobs.com
www.interninmichigan.com
www.collegerecruiter.com
www.internmatch.com
www.naceweb.org
www.youtern.com
www.careerrookie.com
www.mitalent.com
www.simplyhired.com
www.experience.com
www.mediabistro.com
www.internshipking.com/find-internships
www.internweb.com
www.careerjet.com
www.careerbuilder.com
www.beyond.com
www.internsearch.com
www.workinsports.com

INTERNSHIP APPROVAL PROCESS

Complete the following forms/documents for internship approval:

1. Student Internship Approval Form

https://ferrisstateuniversity-nezno.formstack.com/forms/internship_approval_form

2. Confirmation of Placement Form: *(send link to employer)*

https://ferrisstateuniversity-nezno.formstack.com/forms/2017_college_of_business_internship_placement_confirmation_form_hostsite_supervisor

3. College of Business Internship Participation Liability Release Form:

https://ferrisstateuniversity-nezno.formstack.com/forms/2017_college_of_business_internship_participation_liability_release_form

4. Submit a minimum of 4 learning objectives (Microsoft Word document format) to cobinterns@ferris.edu

REQUIRED INTERNSHIP ASSIGNMENTS:

Create and maintain a professional **LinkedIn** profile and join the College of Business Internship Programs group: www.linkedin.com/groups?gid=5148090

Submit **Student Weekly Report Forms** as **required each week**.

Minimum of 10 reports per internship assignment submitted through Blackboard course
Reports are reviewed and graded by appropriate COB faculty or department representative.

Submit a quality **image of you on the job**. (in appropriate business attire)

Remind site supervisors to email or fax the **Mid-Term Student Performance Evaluation Form**, (midway through the internship) and the **Final Student Performance Evaluation Form** (at the completion of the internship). Total hours worked must be filled in by your supervisor
The final evaluation is due by the final week of the enrolled semester.

Submit an **Updated Resume** towards the end of the internship.

Submit a **Thank You Letter** to your employer and a copy to the Blackboard course.

Submit an **Internship Reflection Assessment Essay**.

Submit required **Student End-Of-Term Internship Evaluation**:

https://ferrisstateuniversity-nezno.formstack.com/forms/student_endofterm_internship_evaluation

If you are an international student, please review the following:

**** International students must secure approval for CPT if internship is off campus ****

(http://www.ferris.edu/international/currentstudents/pdfs-docs/CPT_Packet.pdf)



2017 College of Business Internship Approval Form

First Name *

First Name

Last Name

Ferris Student ID # *

Ferris Email Address *

Major/Minor

Cell Phone *

Home Address *

City

State

ZIP Code

Local Address while at Ferris *

City

State

ZIP Code

Requested Internship Semester/Year? *

Requested Internship Course Credit Hours? *

College of Business internships are typically for 3 credits. AIMC students should select a 1 credit internship. (requiring at least 10 weeks of participation and a minimum of 240 intern hours)

Current Academic Year at Ferris State University *

College of Business Credit Hours Earned? *

Is this your first internship? *

Yes

No

Are you an international student? Please visit

http://www.ferris.edu/international/currentstudents/pdfs-docs/CPT_Packet.pdf

Yes

No

Please note that Ferris State University campus internships DO NOT require a CPT form.

Internship Host-Site (Company) Contact Information

Internship Host-Site Name (Company) *

(United States) Street Address

City

State

ZIP Code

(Canada) Street Address

City

Province

Postal Code

(United Kingdom) Street Address

City

County/Region

Postcode

(Other Country) Street Address

City

State/Province

ZIP / Postal

Internship Host-Site Supervisor *

Internship Host-Site Supervisor Job Title *

Internship Host-Site Supervisor's Phone # *


Host-Site Supervisor's E-Mail Address *

Position Information

Internship Position Title *

Internship Position Description/Duties *

Start Date of Internship (estimate if needed) *

End Date of Internship (estimate if needed) *



Estimated Number of Internship Hours Weekly? *

I understand that I must submit a minimum of 4 approved learning objective statements before I am enrolled in the internship course. *

Agree

I agree that a family member (including extended family) MAY NOT be an immediate internship supervisor or performance evaluator at the internship host-site. *

Agree

False or inaccurate information provided will result in immediate termination from internship partner opportunities, and is subject to review by the Ferris State University College of Business, and the Ferris State University General Counsel's Office. The information provided is accurate to the best of my knowledge. *

Agree

Student Signature *

[\[clear\]](#)

Use your mouse or finger to draw your signature above



2017 College of Business Internship Host-Site Confirmation of Placement Form

Student Intern Name *

First Name

Last Name

Student Internship Semester

Summer 2017

Fall 2017

Spring 2018

Summer 2018

Fall 2018

Internship Host-Site (Company Name) *

Internship Supervisor Name *

First Name

Last Name

Internship Supervisor Job Title *

Internship Supervisor E-Mail Address *

Internship Supervisor Phone Number *

RESPONSIBILITIES OF THE INTERNSHIP HOST-SITE (COMPANY) *

Internship host must designate a staff member to supervise the student and act as a liaison to the College of Business.

Internship host must establish a work schedule which will accommodate the student's academic responsibilities.

Internship host must relate work assignments as fully as possible to the student's major area of study and make every effort to maximize student learning from this internship experience.

Internship host must provide the student with a clear internship position description with related learning objectives.

Internship host must provide an environment that is physically, psychologically, and professionally safe.

Internship host must notify the College of Business Internship Programs Office immediately should the need arise for a premature ending of the internship agreement.

Internship host must notify the College of Business Internship Programs Office immediately if any problems arise regarding student performance or attitude.

Internship host-site supervisor/evaluator must submit a Mid-Term and Final Performance Evaluation of

intern detailing student progress and performance on the internship assignment.

Check All

UNDERSTANDING OF STUDENT AND INTERNSHIP HOST-SITE RESPONSIBILITIES *

Student is currently (will remain) in good academic standing with the College of Business, and Ferris State University.

Student will need to complete at least 240 hours on the internship for each 3 credit-hour internship assignment after the internship placement is confirmed.

Student will agree to accept that additional hours may be required to meet organizational objectives.

Student and Internship host-site understand that there is a 10 week minimum for domestic (USA) internships, and a 6 week minimum for international internship opportunities.

Student and Internship host-site will immediately notify the College of Business Internship Programs Office if any problems arise with the internship.

Student intern has voluntarily agreed to participate in a College of Business internship course.

Student intern, and Internship host-site recognize inherent dangers exist and assume any and all risks associated with the internship position, including transportation to, from, and during the internship duration.

Student intern will inform immediate supervisor and the College of Business Internship Programs Office of any dangers, risks, or problems that arise on the internship site.

Student will agree that a family member (including extended family) MAY NOT be an immediate internship supervisor or internship performance evaluator.

Check All

UNDERSTANDING OF FERRIS STATE UNIVERSITY COLLEGE OF BUSINESS

RESPONSIBILITIES *

Aid student in personal and professional development.

Inform internship host-site of any change in student academic status which would affect internship participation.

Evaluate student's academic work and assign CREDIT or NO CREDIT for internship participation.

Be available to student interns and on-site supervisor/evaluator to facilitate any problems or issues that may arise.

Check All

The internship host-site (company) understands that the student must complete at least 10 weeks on internship assignment. *

Yes



The internship host-site supervisor understands that at least 80 internship hours are to be completed by the student, as a requirement for EACH credit-hour. (Example 240 internship hours for a 3 credit internship) *

Yes



False or inaccurate information provided will result in immediate termination from internship partner opportunities, and is subject to review by the Ferris State University College of Business, and the Ferris State University General Counsel's Office *

The information provided is accurate to the best of my knowledge.

The internship host-site (company) agrees to the responsibilities above, and has accepted this student for an internship opportunity. *

Yes



Internship Supervisor/Evaluator/Human Resources Signature *

[\[clear\]](#)

Use your mouse or finger to draw your signature above

Ferris State University is an equal opportunity institution. For information on the University's Policy on Non-Discrimination, visit <http://www.ferris.edu/non-discrimination>.

Submit Form



Powered by [Formstack](#)



2017 College of Business Internship Participation Liability Release Form

Name*

First Name

Last Name

Email*

This is a legally binding Liability Release Form executed by me, to Ferris State University, a constitutional body corporate of the State of Michigan, 119 South Street, Big Rapids, Michigan 49307. I am a student who wishes to participate in an internship placement, I have thoroughly investigated the internship site, spoken to the representative of the internship site, voluntarily agree to the internship placement at this site, and understand any dangers that may be associated with the site. I have not relied upon any representation from Ferris State University in selecting this internship placement.

I agree

In consideration of Ferris State University granting permission to participate in the College of Business Internship Program, acting for myself, my heirs, personal representatives and assigns, do hereby release, waive, and forever discharge Ferris State University; and their Board of Trustees, employees, agents and representatives (Releasees) from any and all liability of any and every nature whatsoever, including claims of suits at law or in equity, that I may have, for any and all personal injury, including death, and property loss or damage that may result from my participation in the Internship. I hereby agree to indemnify and hold harmless the Releasees from such liability whether injury is caused in whole or in part by my fault or negligence, the fault or negligence of the Releasees or the fault or negligence of any third party. By signing below I understand the potential dangers associated with this activity. The hazards include, but are not limited to: personal injury, personal medical conditions, vehicular accident, adverse weather conditions, and/or property loss or damage. I do hereby elect to voluntarily participate in this internship and do so at my own risk. I know that if I become injured while participating

in the internship experience, I am responsible for my health care expenses and I have made arrangements to handle such expenses through insurance coverage, access to cash, or other methods. I assume full responsibility for any and all claims and costs (including my own), arising directly or indirectly out of activities, acts, or omissions while participating in the Internship Program. I HAVE CAREFULLY READ AND UNDERSTAND COMPLETELY THE ABOVE PROVISIONS AND VOLUNTARILY SIGN THIS LIABILITY RELEASE FORM.

I agree

Date*

Three date input fields (month, day, year) with dropdown arrows and a calendar icon.

Student Signature*

A large, empty rectangular box with a light gray border, intended for drawing a signature. A horizontal line is visible near the bottom of the box.

[\[clear\]](#)

Use your mouse or finger to draw your signature above

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SUBMIT FORM



Powered by [Formstack](#)

Internship Learning Objectives

One of the distinguishing factors of an internship is the connection between academics and hands-on experience. This is often accomplished through learning objectives.

What are they?

Internship learning objectives help the student identify what he/she is learning throughout the internship experience by connecting competencies to specific projects or tasks. Although many internships completed for academic credit require the student to identify key skills he/she will be gaining throughout the experience, it is recommended that all interns identify key skills. Learning objectives also provide supervisors with concrete examples for evaluation purposes, both midway through the internship as well as at the conclusion of the experience.

How do you write them?

Learning objectives should be written by the intern in conjunction with his/her supervisor. The student should identify four key elements they hope to learn while completing their internship. These skills can be specific to the student's field, or more general skill sets he/she wants to enhance. It's important to make sure the learning objectives are measureable and achievable.

Once the learning objectives are identified, the supervisor can help the student pinpoint the projects or work assignments that will help achieve the student's objectives. Keep in mind that the learning objectives are not all about the student and should align with goals of the organization/department.

Note for returning interns: New learning opportunities must be determined by the student each semester. Returning students should be better able to analyze assignments to determine the challenge of newer, more specific learning objectives because they have deeper insights into the work environment and the opportunities therein.

Qualities:

1. Typed and double-spaced
2. Give evidence of thought and analysis of the work site and assignments
3. The objectives are stated in specifics, not in broad generalizations
4. Your paper should show the same degree of professionalism you seek to display to your supervisor while carrying out your responsibilities on the job. It must be correctly spelled and punctuated, neat, clear, concise, and adequately developed
5. Goal setting is essential to gaining control of the learning process. In learning to identify objectives, you can then direct your experiences to accomplish more specific ends. Self-direction and self-evaluation are the means for professional development

Criteria:

1. A learning objective is a statement which describes a result, or outcome, you wish to accomplish while on the internship assignment. It is not a statement of what one will do, but a statement of what one hopes to learn while doing tasks assigned
2. Be as specific as possible about the learning goal. Describe the experiences in which you expect to be exposed to which you hope will result in the specified learning objective
3. Match your learning objectives to your desired skill sets within your academic major

Categories:

1. Knowledge to be acquired
2. Skills to be developed (intellectual and functional)
3. Problems to be solved
4. Values to be clarified

Good Examples of Learning Objective Statements

- Learn procedures for organizing and cataloguing contesting items for promotional giveaways
- Gain knowledge regarding overall sales procedures from finding prospects to closing the sale by observing and accompanying sales staff on calls
- Learn proper etiquette in responding to vendors, contract holders, and phone conversations while working in the hospital
- To gain experience in responding to media requests with accurate information by writing news releases, pitches, etc.
- To increase my business presentation and public speaking skills by being put in situations that require me to present to a room of 10+ people
- Gain more knowledge about that happens behind the scenes of a major sports venue during a high pressure situation, such as the NBA finals
- Become familiar with the different types of mortgages offered by Quicken Loans, including different components and benefits/disadvantages
- Further expand on my knowledge of cash reconciliation and workforce statistics through every day job activities
- Inquire about the auditing process and how to trace original entries back to their supporting documents in order to prove the amounts shown on the balance sheet
- Acquire knowledge regarding server maintenance by helping the network administrator document the process
- Gain hands-on experience in upgrading hardware components by working with the technicians on network client computers
- Learn to deal professionally with customers and use conflict management techniques by handling customer and employee complaints
- Input, transmit, and review all confirmations received for purchase orders placed
- Learn how to effectively read the Key Performance Indicators when analyzing the profit or loss situation for the store, as well as create a goal and action plan to fix or continue the current financial behavior
- Learn and enhance coding documentation practices for applications
- Learn how to more fully integrate PHP CSS and SQL within the development of mobile application
- Acquire knowledge and experience developing Web Application using Java
- To fully understand the Asset Management software and how to maintain licensing and compliance practices
- Learn and practice effective communication skills while providing professional and friendly service to business customers
- Gain hands on experience with problem solving and critical thinking skills to resolve customers' issues in a timely fashion
- Gain hands on experience improving and expanding upon my knowledge of the Java programming language

**Ferris State University - College of Business
Internship Program
Student Weekly Report Form**

Complete and submit this form via Blackboard.

Name:

Major:

Organization:

Week Ending:

Number of Hours Worked this week:

1. What new knowledge or skill did you learn this week?

2. What learned classroom knowledge from Ferris have you applied on the job this week?

3. What challenges did you encounter this week, and how did you overcome or solve those challenges?

4. What knowledge or skills would have helped you perform your job better this week?

5. What were your accomplishments this week toward achieving your learning objectives? *(Please list each of the 4 specific learning objectives from your approved Site Proposal form and provide a detailed description of the tasks involved)*

**Ferris State University - College of Business
Internship Program
Student Weekly Report Form**

Internship Activity Log

Day of Week	Activities or assignments	Time spent in each activity
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Other		



2017 College of Business Student End-of-Term Internship Evaluation

Student Intern Name *

First Name

Last Name

Major/Minor *

Semester and Year of Internship Participation *

Internship Host-Site (Company Name) *

Internship Supervisor/Evaluator *

First Name

Last Name

Internship Supervisor/Evaluator E-mail Address *

City/State *

Internship Host-Site Website (Company Website) *

Please rate the following aspects of your internship placement *

	Poor	Fair	No Opinion	Good	Excellent
Work experience related to my area of study	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Adequacy of employer supervision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Helpfulness of supervisor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Acceptance by fellow workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to use my training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to develop my human relation skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Provided levels of responsibility consistent with my ability and growth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to develop my creativity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Cooperativeness of fellow co-workers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to problem solve	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to develop critical-thinking skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Was provided an orientation to the organization	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Supervisor/Evaluator made an attempt to offer feedback on my progress	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Effort to make it a learning experience for me	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Poor	Fair	No Opinion	Good	Excellent
Opportunity to develop my communication skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Would you work for this internship host-site supervisor again? *

Yes

No

Would you participate in an internship with this organization again? *

Yes

No

Would you recommend this organization to other students? Why or why not? *

Did you find this a valuable experience? Why or why not? *

What might have been done to enhance the internship experience? *

Are you satisfied with the assistance provided by the College of Business Internship Programs Office? Why or why not? *

Are you satisfied with the assistance provided by your College of Business faculty representative or department facilitator (this person evaluates weekly reports and assignments)? Why or why not? *

Are you satisfied with the assistance provided by your primary College of Business academic advisor? Why or why not? *

Are you satisfied with the assistance provided by the Center for Leadership and Career Services (CLACS) office? Why or why not? *

The purpose of this portion of the questionnaire is to describe the duties and job situation to help interns who are reviewing a position for future placement. It should be realized, however, that a particular job can change from one period to the next and for different individuals depending upon experience.

General description of internship position duties: *

Average number of days on internship per week? *

Average number of hours on internship per week? *

Paid or Unpaid Internship? *

If paid, select the amount you were paid per hour *

\$7.50-\$10

\$10-\$15

\$15-\$20

\$20 or more

Were you offered employment? *

Not offered

Part-time

Full-time

If offered employment, did you accept the offer? Why or why not? *

Communication with designated host-site supervisor

Was the designated supervisor receptive to your questions regarding other aspects of the operation such as: policies and procedures? *

Yes

No

Were you able to talk over any concerns with him/her? *

Yes

No

Did he/she offer constructive criticism? *

Yes

No

How do you rate the overall experience you received at your internship location? *

Excellent

Good

Fair

Poor

Comments about overall experience: *

Would you return to the same location? Why or why not? *

Course application

Do you feel that College of Business courses prepared you for this internship? Why or why not? *

What courses in your curriculum, certificate and/or minor did you find helpful and assisted you in your experience? Be as specific as possible. *

Are there courses or subject matter that would have better prepared you for your internship experience or that you may include for your degree to better prepare you within your chosen field? *

Please include a personal quote appropriate for promoting the College of Business Internship Program to other students

Signature *

[\[clear\]](#)

Use your mouse or finger to draw your signature above

Submit Form



Powered by [Formstack](#)