

**SMGT 447: SPORT MANAGEMENT INTERNSHIP
WORK SITE APPROVAL AND INFORMATION FORM**

IMPORTANT: Students may not begin an internship until this form is signed by all parties.

Intern Name: _____ WSU ID: _____

Dates of Internship: _____

Semester(s)/Credit Hours to Enroll _____

Name of Organization: _____

Student's Phone: _____

Student's E-Mail: _____

Site Supervisor: _____

Title: _____ Supervisor's Phone _____

Supervisor's Email: _____

TO BE COMPLETED BY STUDENT

Student has met the following criteria:

_____ Met with sport management program advisor regarding internship enrollment
course with **B** or better

- It is imperative that a **job description** be established at the beginning of the internship. This allows all who are involved to understand what the student will hope to accomplish and will be a yardstick for measuring student accomplishment. The job description should be made up of work-related duties that have been mutually agreed upon by the *student and site supervisor* for the length of the internship. Some possible areas of involvement are listed below, but there are other work-related opportunities available.

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