

INTERNSHIP STUDENT CONTRACT AND CHECKLIST

The internship student is to submit this contract and checklist to the Counselor Education Department's University Supervisor the first week of the internship.

1. _____ (initial) I have read and understand the ethical standards of the American Counseling Association (ACA) and CACREP and will conduct my internship in accordance with those standards. I further understand that any unethical behavior on my part will result in my receiving a failing grade.
2. _____ (initial) I have obtained liability insurance and have attached that form to this checklist.
3. _____ (initial) I have obtained agreement from the internship site (attach internship site agreement form).
4. _____ (initial) I understand I will not be assigned a passing grade until I have completed all specified requirements and demonstrated a specified minimum level of competency in my internship.
5. _____ (initial) I further understand that my responsibilities include attending supervisory sessions, fully prepared as specified in the Internship in Community Counseling handbook.

Intern Student Signature: _____ Date: _____

Counselor Education University Supervisor: _____ Date: _____