**INTERNSHIP AGENCY SUPPLEMENT TO STOR 493 LEARNING CONTRACT**

Entire form must be completed, submitted and approved prior to the start of the Internship

Section to be completed by Student

**STUDENT INFORMATION:**

Name**:**

PID: Class Year:

Major: Minor: (if applicable)

Section to be completed by Student and Agency Supervisor

**INTERNSHIP AGENCY INFORMATION:**

Internship Agency:

Address:

Agency Supervisor:

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: \_\_\_ \_\_\_\_\_\_\_\_

Description of Agency:

**OVERVIEW OF INTERNSHIP REQUIREMENTS:**

STOR 493 includes both an internship and an academic component. The internship must be related to Statistics, Operations Research or Actuarial Science. The student intern is required to work for a minimum total of 100 hours at the internship agency, doing substantial work that is related to the mission of the agency. In addition to the hours worked, the student must write, under the supervision of the faculty supervisor, a comprehensive final report related to the internship activities. The student will be required to keep a running journal during the internship, and in the semester following the internship the student will give an oral presentation based on their experience. To receive three hours of academic credit for the internship, the student is expected to devote at least nine combined hours per week on the internship and the academic component of the course.

**OVERVIEW OF INTERNSHIP REQUIREMENTS:**

A. **Statement of Purpose:** The student hopes to gain the following from this internship:

B. **Learning Objectives or Other Goals:** The specific goals toward which the intern's efforts are directed are:

1.

1.

1.

1.

C. **Intern’s Activities:** The specific activities of the intern at the agency, and the means by which the intern's objectives/goals will be met, are as follows:

1.

1.

1.

1.

D. **Other Expectations of the Intern by the Agency Supervisor:**

1.
2.

E. **Intern’s Work Schedule**

1. Weekly work schedule:

2. Number of training hours (if applicable):

3. Total hours per week:

4. Total number of weeks:

5. Internship dates: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_**

**RESPONSIBILITIES OF THE AGENCY SUPERVISOR**

A. The agency supervisor will meet with the intern to review work, explain projects, etc., according to the following schedule: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. The agency supervisor agrees to complete an [Agency Evaluation sheet](https://stat-or.unc.edu/files/2019/03/Stor-493-evaluation-formV2.docx) for the intern and email it to stor@unc.edu at the end of the internship.

C. If problems arise at the internship, the student and agency supervisor agree to contact the faculty supervisor immediately.

I have read the requirements expected of the agency supervisor and agree to undertake these responsibilities.

Agency Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_