

E-mail to mбенитез@kent.edu

PLEASE PRINT THE INFORMATION REQUESTED BELOW:

This form certifies that I, _____ (student intern), have informed my internship immediate supervisor _____, that I will be working another job while completing my internship.

Second Job Information

Place of employment:	
Position:	
General schedule Of work hours:	
General responsibilities:	
Name of supervisor:	

Student intern signature: _____ date: _____.

Intern supervisor signature: _____ date: _____.

Submit this form with the first weekly log, or the first log after which you secure other employment.

**should a conflict of interest arise between the internship employer and the second employer, students should cease work at the second job.

**if a student does not inform his/her internship supervisor of a secondary job and conflict later arises as a result, the student will not be supported by this internship instructor and the employer's final evaluation will still be taken seriously.