

ANS 399A: Animal Science Internship Experience Program

Department of Animal Science, Iowa State University

Memorandum of Agreement Form

Student Contact Information:

Student Name: _____

Student E-Mail Address: _____

Student Phone Number: _____

Student Summer Postal Address: _____
(street address)

(City, State, Zip Code)

Academic Advisor: _____

Current ISU Credits Earned: _____ CUM GPA: _____

Is this internship being used to complete an ANS certificate? Please circle which one:

N/A BEEF DAIRY EQUINE POULTRY SWINE

Cooperator/Supervisor Contact Information:

Company/Organization Name: _____

Cooperator/Supervisor's Name: _____

Cooperator/Supervisor's Work Email: _____

Cooperator/Supervisor's Work Phone Number: _____

Cooperator/Supervisor's Postal Work Address: _____
(street address)

(City, State, Zip Code)

What is the best way to contact your employer/supervisor so they can fill out the Cooperator's Final Evaluation?

_____ Send it to them in the mail and they will return it via the mail.

_____ Send it via e-mail and they will return it as an attached document.

Internship Information

Internship/Position Title:

Internship/Job Description (can attach job description provided by employer):

Anticipated Learning Experiences that will be new and promote professional growth.

Cooperator/Supervisor

- Agrees to serve as a mentor and provide meaningful feedback to the student intern.
- Agrees to provide a variety of meaningful experiences to the student intern to accomplish the anticipated learning experiences agreed to above.
- Recognizes that the student intern is still learning and may not have the professional judgment of a seasoned employee.

We, the undersigned, agree to conform with this Memorandum of Agreement. In case of termination for convenience, all parties agree to provide two weeks notice.

Student Signature Date

Internship Cooperator/Supervisor Signature Date

ANS Internship Coordinator Signature (Ms. Burgett) Date

***This form must be submitted BEFORE starting the internship.**

Forms can be returned to Ms. Burgett either via a hardcopy or electronically:

A hardcopy can be dropped off at:

Ms. Christen Burgett
806 Stange Rd
109G Kildee Hall
Ames, IA 50011-1178

***Feel free to leave forms in the black bin that is on my office door.**

An electronic/scanned copy can be sent to: cgjacks@iastate.edu