

# INTERNSHIP SPONSOR LETTER OF APPLICATION

TO: Kim LaFevor, Dean  
College of Business  
Athens State University  
300 North Beaty Street  
Athens, AL 35611

FROM: \_\_\_\_\_  
(Company or Business Name)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

INTERNSHIP POSITION: \_\_\_\_\_

GPA REQUIREMENT (if applicable): \_\_\_\_\_

MAJOR REQUIREMENT (if applicable): \_\_\_\_\_

OTHER REQUIREMENTS (if any): \_\_\_\_\_

DUTIES: (Please define what the intern will do and/or learn including specific tasks.)\*

HOURS: (Please indicate the number of hours you feel the internship will require each week)

INTERNSHIP SPONSOR: \_\_\_\_\_  
(print)

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_