

WINTERIM 2008

Student _____ Junior ___ Senior ___

WORK/STUDY INTERNSHIP CLARIFICATION FORM FOR NASHVILLE, NEW YORK, WASHINGTON, D.C.

If you are unsure what internships might be right for you, take a look on Harpeth Hall's website (harpethhall.org) at potential internship hosts just to stimulate some ideas, or come to the Winterim office to look through the files from previous years. You can also link to internship summaries written by last year's interns by going into the Conferences folder on your e-mail desktop and clicking on "Winterim Summaries." A little research might give you exciting ideas!

This form is due in the Winterim Office by September 14, but turn it in as early as possible to have the best chance of getting the internship you want!

I have the following skills and talents (best school subjects, what you like to do, what you feel you're pretty good at doing): _____

I am interested in learning about the following career fields: _____

I would particularly like a placement with one of the following organizations: _____

NOTE: Do not call an individual or organization without the Winterim Director's express approval. **Otherwise, several people might call the same potential host and cause confusion. It is essential that the Winterim Director make formal arrangements with the organization. A placement will not be approved until the Winterim Office has made this contact and received formal confirmation.**

Student's Signature _____

Parent's Signature _____

Under no circumstances should you cancel an internship once it has been confirmed. If problems arise, talk with the Director of Winterim.