



HUMBER

School of Hospitality,
Recreation & Tourism

**Humber Institute of Technology
& Advanced Learning**
205 Humber College Boulevard
Toronto, Ontario, Canada M9W 5L7
Tel 416.675.3111
www.humber.ca

Culinary Skills – Internship 2012 Contract Agreement

Training Partner/ Company Name: _____

Supervisor / Chef: _____

Phone # / Ext: _____ **Email:** _____

Thank you for your participation in Humber College’s **School of Hospitality, Recreation & Tourism Internship Program**. Your active participation as a training partner in the Culinary Skills Internship program will significantly enhance the student(s) assigned to your property in his/her understanding of our industry. The training block is scheduled for **April 30 – June 15, 2012**. Students must successfully complete an interview in order to begin their Internship. Please fill in the student’s name and category below. As always, if for any reason the student does not match the needs and/or qualifications you are seeking, please contact Karen Hamilton-McKinnon in the Internship Office.

NAME OF STUDENTS

CATEGORY

- | | | | |
|-------------------------------------|-----------------|--------------------------|-------|
| <input checked="" type="checkbox"/> | Culinary Skills | <input type="checkbox"/> | Hotel |
| <input type="checkbox"/> | Restaurant | <input type="checkbox"/> | Other |

Please note the student is expected to work 40 hours for 7 weeks. Students are required to preview their Internship schedule with you. A sample template has been provided to illustrate areas of training. Students are also required to complete a schedule that meets your operational needs and the student’s learning outcomes. This will be discussed with you via the student during the interview phase. The **WSIB and Contract Agreement forms must be filled out and a copy sent back to the college prior to starting their Internship placements (Due April 16, 2012)**. **Without these forms the student CANNOT start his/her Internship Placement.**

An Internship Advisor will be assigned and will be in contact with you early in the placement to receive feedback, on the student’s progress.

Thank you very much for your cooperation.

Karen Hamilton-McKinnon
Culinary Internship Coordinator
School of Hospitality, Recreation and Tourism
(416) 675-6622 ext. 5761
E-mail: karen.hamilton-mckinnon@humber.ca