

Internship Update

Name _____ Date _____ Update # _____

1. Responsibilities and Activities: Briefly describe the work you have been doing in the internship. What progress have you made on your special project?

2. Internship Goals: Assess your progress toward your internship goals. Have the goals changed in any way? How and why? Discuss any challenges or problems that you face.

3. Supervision and Advisement: Are you getting the help you need from your site supervisor and faculty advisor? What more could they be doing for you?

4. Additional Comments: What else should Radford University know about your internship?

This is your opportunity to make us aware of the progress you have made at your internship site. Any problem requires documentation for the departmental files. Enclosed are five internship updates. Throughout your internship the department must receive all five, preferably one every two/three weeks. Any immediate concerns please call 540.831.7720 and someone will respond as soon as possible.

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Internship Supervisor
Recreation, Parks and Tourism
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Radford, VA 24142

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