

2022 Summer Internship Housing Award Agreement Form

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ L # \_\_\_\_\_\_\_\_ Class Year \_\_\_\_\_\_\_\_\_

Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Dates START: \_\_\_\_\_\_\_\_ END: \_\_\_\_\_\_ # of Weeks\_\_\_\_\_ Hours per Week \_\_\_

Employer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer City, State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Supervisor Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**As a Summer Internship Housing Award recipient, I understand that this is a substantial monetary gift and a privilege provided to me by the Gateway Career Center. I agree to be a good community member in my residential living space and agree to the following terms and conditions   
(Please read and initial each bulleted item):**

* \_\_\_\_\_\_\_\_ I will successfully complete my internship with the employer listed above for the dates and hours agreed upon. If I am unable to complete the internship for any reason, I will notify the Gateway Career Center immediately and be prepared to vacate my housing space.
* \_\_\_\_\_\_\_\_\_\_I understand that the Gateway Career Center will pay ONLY for my housing during the weeks of my documented internship. Dates prior to the start of my internship and after my internship concludes, as reported by the employer, will be charged to my College account.
* \_\_\_\_\_\_\_\_\_\_The Gateway Career Center may perform a site visit to my internship at any point during the summer.
* \_\_\_\_\_\_\_\_\_\_At the completion of my summer experience, I will submit a Supervisor Verification **prior to August 21st**.
* \_\_\_\_\_\_\_\_\_\_I will complete the summer housing application online through the Office of Residential Life.
* \_\_\_\_\_\_\_\_\_\_I will complete the Summer Experience survey sent to all students before fall classes begin.
* \_\_\_\_\_\_\_\_\_\_I will comply with all regulations, policies, and community standards set forth by the Residence Life Office regarding housing, including arrival/departure dates. Violations can result in loss of housing. I also understand that I will incur charges directly if I do not follow Residence Life protocols.

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_