

## Appendix D

# MUSKEGON COMMUNITY COLLEGE Student Internship Training Plan

### GENERAL OBJECTIVES

- |   |  |
|---|--|
| 1. Dresses appropriately                            | 6. Makes sound judgments                 |
| 2. Reports to work as scheduled                     | 7. Produces quality and quantity of work |
| 3. Demonstrates an interest and ability to learn    | 8. Completes work on schedule            |
| 4. Works cooperatively with others                  | 9. Takes initiative in assigned task     |
| 5. Communicates effectively both written and orally | 10. Demonstrates leadership qualities    |

SPECIFIC LEARNING OBJECTIVES (This section to be completed by the student, Faculty Intern Coordinator and Employer and/or Worksite Supervisor)

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_
6. \_\_\_\_\_  
\_\_\_\_\_

\*Additional sheet(s) may be attached

_____	____/____/____
Student Intern	Date
_____	____/____/____
Employer/Supervisor	Date
_____	____/____/____
Faculty Intern Coordinator	Date
_____	____/____/____
Internship Coordinator	Date

\*\_\_\_\_ See Attachment(s)

Original: Internship Coordinator

Copies: Faculty Intern Coordinator, Employer, Student