

Date Received _____

Virginia Tech English Department

INTERNSHIP – STUDENT’S FINAL REPORT

NOTE: Please use this form as a cover sheet for your report!

Intern’s name ID#

Name of company, agency, or organization

Please address the following questions in a report of approximately 3 typed, double-spaced pages. Add any other points that you wish to.

1. Briefly describe your principal responsibilities.
2. Evaluate the internship itself.
3. In what ways, if any, were your English courses relevant to the internship (or related)?
4. Did your employer provide you with assistance and opportunities to help you grow professionally?
5. Would you recommend this internship to other students? Why or why not?
6. Do you have suggestions to improve this internship? The intern program as a whole?

Student’s signature Date

Return to the Internship Coordinator, English Department, Virginia Tech, 24061-0112, by the first day of exam week this semester, or e-mail to skark@vt.edu.