

North Carolina A&T State University
Department of Human Development & Services

COMMUNITY/AGENCY INTERNSHIP FINAL CHECKLIST

Name: _____

Placement Site: _____

REQUIREMENTS

DATE

1. Contract Received	
2. Field Placement Began	
3. Goals and Objectives	
4. Duties and Responsibilities	
5. On-Site Visit by University Coordinator	
6. Total Hours Completed	
7. Project Summary Received (Internship II)	
8. Final Evaluation Received	
9. Final Conference with University Supervisor	

Grade: _____

Student's Signature: _____

University Supervisor's Signature: _____

Date of Conference: _____