Name by which you want to be addressed: __________________________

Full Name: _______________________________________________________

Address: _________________________________________________________

_______________________________________________________________

City:______________________________ State:_______ Zip:_______________

Home Phone: (______)____________________ Work Phone: (______)____________________

Preferred e-mail:___________________________ USC e-mail:___________________________

Class Information:

I already have an internship  □

I need an internship        □

Your Background:

Colleges/Universities Attended:____________________________________

_________________________________________________________________

Prior degrees earned:_______________________________________________

Best Work Experience:

<table>
<thead>
<tr>
<th>Employer</th>
<th>Date From/To</th>
<th>Nature of Job/Skill Sets Used</th>
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Have you ever started a business: When? _____________ Share it with us:

________________________________________________________________________

(OVER)
Skill Sets: Rate your skill/function sets in order of strength (10=strongest, 1=weakest)

Sales/Marketing_____ Finance_____ Accounting_____ Entrepreneurship_____
Product Based/Engineering_____ Distribution/Operations_____ Management_____
Information Systems_____ Creative/Artistic Skills_____ 

Planned Graduation Date: _______________ Major/Emphasis: __________________________

_Name:_ ______________________________

Why are you taking this course? _________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

What are the five things you wish to learn? __________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Are you an entrepreneur? If yes, why? _____________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

If you could work for free for the rest of your life, what would you do? ________________
_____________________________________________________________________________
_____________________________________________________________________________

Do you have an entrepreneurial project that you’ve thought about? If yes, describe briefly. __
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

What are the one or two things that we should know about you? ______________________
_____________________________________________________________________________
_____________________________________________________________________________
University of Southern California
BAEP 495: Practicum in Business Issues

Internship Agreement between Site Supervisor & Intern

1. An intern is expected to spend a minimum of 8-10 hours each week in the internship placement and will receive 2 units of academic elective credit.

2. The intern should be familiar with the operations of the office assignment, including the staff and their functions, the nature of the office’s responsibilities, and the relationship of the office to the wider institutional structure.

3. The intern should engage in a special project or activity related to the area of assignment. This project may consist of conducting related research, drafting a proposal, planning a program, or any project or activity, which the intern and supervisor consider appropriate.

4. Whenever possible, the intern should attempt to work during regularly scheduled working hours.

5. To the greatest extent possible, the intern should have personal contact with clientele served by the office.

6. The intern should have regularly scheduled meetings with the internship supervisor to discuss the progress and experience of the internship.

Note to site supervisors: Please keep a copy of this agreement for your records.

Intern: _______________________________ Date: _______________________________
   (Signature)
Print Name: ___________________________ Organization: ___________________________

Supervisor: ___________________________ Date: _______________________________
   (Signature)
Print Name/Title: _______________________ Email: _______________________________

Instructor: ___________________________ Date: _______________________________
   (Signature)

Please return to: Gene Miller
The Lloyd Greif Center for Entrepreneurial Studies
Marshall School of Business, University of Southern California
3670 Trousdale Pkwy, BRI 1
Los Angeles, CA 90089-0801

Questions and comments to the above or email gene.miller@marshall.usc.edu
(213) 740-9081 Phone
(213) 740-2976 Fax

*Please attach business card of the site supervisor here