

INTERNSHIP MATERIALS CHECKLIST

Name:

Bear #:

Bear email:

Internship Site:

Field supervisor's name:

Internship semester(s), instructor, & # of credits per semester: (i.e. fall 2016, Morgan—3 cr.; spring 2018—Cohen—3 cr.)

MATERIALS TO SUBMIT

You must submit the following items to your university internship supervisor in a portfolio in a digital format at the end of your internship. If the items are completed satisfactorily, you will receive credit for the internship experience.

Introductory Materials

- a. Internship Portfolio packet materials (p. 6, 8, 11-14, 16-17, 18-19, and/or other pages as requested by ELPS 606 instructor).
2. Completed *Leader's Journey* self-reflection document
Standards activity documentation and reflections
A reflection on each standard discussing what you did and learned regarding that standard and elements. This should include a discussion of any activities/objectives listed on the plan you developed in your first internship semester that you did not accomplish as well as any activities/objectives that were not listed on the initial internship plan that were added with rationales for both activities/objectives not accomplished and added.
Copies of products or artifacts produced through internship activities organized in a folder for each standard (i.e. evidence that you completed leadership activities related to at least three elements for each standard)
A summative reflection that should include the following:
what you learned over the course of your internship experiences
what you would do differently and why
what you should work with this field supervisor

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5. ' (pages 16-17)

6. h # o (page 25 only)

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8. @ -Cho
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instructor

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