



## After Acceptance of Internship:

- Meet and have a discussion with your Internship Coordinator and complete the De Anza Internship Agreement.
- You will be evaluated on your performance on your twice during the quarter by your Internship Coordinator.
- Follow professional standards of conduct, organizational policies, and safety standards. Violations of professional ethics, insubordination, unexcused absences, breaches of confidentiality, or failure to turn in assignments on a timely basis are cause for termination, or removal from the internship site.
- Report any accidents to the Internship Site Supervisor immediately and notify De Anza CTE's Office at (408) 846-5399

## De Anza CTE Office

Media and Learning Center (MLC), Room 210

408-846-5399

