



5102 S. Commerce Drive ■ Murray, Utah 84107  
(801) 264-7400 ■ (801) 264-7456 (fax)

## Office of Human Resources Administrative/Counselor Internship Request Form

**Name:**

**Home Address:**

**Current Position:**

**City, State, Zip**

**Primary Phone Number:**

**Current School Location:**

**Name of Intern Advisor:**

**E-mail address:**

**Certification Program**

**College/University:**

Internship placement and hours shall be pre-approved by the Human Resource Director and must comply with all internship procedures.

The intern's signature below represents his/her agreement to all internship procedures and conditions, along with agreement to follow all Murray City School District's policies and regulations.

\_\_\_\_\_  
Signature of Intern

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of University Intern Advisor

\_\_\_\_\_  
Date

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### To Be Completed By the Human Resource Director

Proposed Schedule Attached

Internship Approved

Internship Denied

Cooperating Admin/Counselor \_\_\_\_\_

Principal Approval: \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_  
Darren Dean

Director of Personnel & Student Services

\_\_\_\_\_  
Date