

**Formal Agreement Professional Practice – Legal Internship (LGS 398A20)**  
**Department of Politics and Government**  
**Illinois State University**

Student and Site Supervisor sign and return to Professor McClure. Please keep a copy for your files. Form must be on file prior to start date.

Student's Name: \_\_\_\_\_

Name of Organization/Employer \_\_\_\_\_

Employer's Address \_\_\_\_\_

Site Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Supervisor's Phone Number \_\_\_\_\_ Supervisor's Email Address \_\_\_\_\_

Begin Date \_\_\_\_\_ End Date \_\_\_\_\_

Student's Position \_\_\_\_\_ Hours to work per week \_\_\_\_\_

Paid OR Unpaid? \_\_\_\_\_ If this is a paid opportunity, what are the pay rate? \_\_\_\_\_

Check any of the following skills the student will be applying on the job:

- |                         |                      |                             |
|-------------------------|----------------------|-----------------------------|
| _____ Critical thinking | _____ Interviewing   | _____ Law office management |
| _____ Communication     | _____ Investigation  | _____ Legal ethics          |
| _____ Computer skills   | _____ Legal research | _____ Legal writing         |

Job Description (to be completed by student and site supervisor):

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Site Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_