

Glendale Community College Audio Production Technology/Music Business
MUC297AA/AB Music Internship Supervisor Information Form

Please supply the following **confidential** information.

Name _____ Title _____

Business _____

Address _____

Phone _____ e-mail _____

Name of intern: _____

Semester: _____

Thank you for accepting an intern from the **GCC Audio Production Technology/Music Business** degree program.

The student should receive no compensation of any kind.

Students are required to log 80 hours each semester for each credit hour enrolled.

Students may only use supervisors who have completed this form.

As a supervisor, you agree to:

- supervise the student in tasks relate to their field.
- complete a supervisor information form.
- treat the student as you would any new employee.
- sign the student's log sheet which documents their hours and activities.
- contact Dr. Douglas Nottingham at 623.845.3915 or doug.nottingham@gmail.com if you have questions or concerns regarding the student or the program.

Signed _____ Date _____

*Please return this completed form to your intern.
You may photocopy it for your records.*