



MASTER OF PUBLIC ADMINISTRATION

DEPARTMENT OF POLITICAL SCIENCE AND CRIMINAL JUSTICE

Memorandum of Understanding of Student's Intern Responsibilities

The MPA Program, in conjunction with the Department of Political Science and Criminal Justice, appreciate having this Memorandum of Understanding (MOU) completed by the individual designated as the intern's supervisor. After being completed and subsequently signed by the supervisor, the intern, and the NKU intern coordinator, this form will be retained in the departmental files. A copy of the signed MOU will be sent to the supervisor and to the student for their records.

Name of Student Intern: _____

Address: _____

Name of Supervisor: _____

Title: _____

Agency: _____

Address: _____

Telephone: _____

E-Mail: _____

Student's Intern Responsibilities:

(To be filled in by the supervisor during or after consultation with the intern)

To fulfill these responsibilities, the intern will be required to work a total of 180 clock hours.

Signed _____ (Supervisor) Date _____

Signed _____ (Student Intern) Date _____

Signed _____ (NKU Intern Coordinator) Date _____

Please return to:

Missy Gish
MPA Program Coordinator
Department of Political Science and Criminal Justice
424 A Founders Hall
Northern Kentucky University
Highland Heights, KY 41099