

*MEMORANDUM*

TO: Internship Candidate

FROM: Department of COEHP Center for Quality Teaching and Learning (CQTL)

RE: Statement of Understanding

I understand that it is my responsibility to fulfill the requirements outlined in the internship handbook in a professional manner. The internship handbook can be downloaded and printed from the CQTL website. I also understand that it is my responsibility to ask questions regarding any materials that I do not understand.

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Internship Candidate's Signature

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Date