INTERN LETTER OF COMMITMENT

The undersigned, hereafter referred to as Intern, if selected to participate in the Florida Blue Key/Bob Graham Center for Public Service Local Government Internship Program (LGIP) agrees to perform the following tasks and understands the constraints of the LGIP as outlined below:

A. The Intern will adhere to the highest ethical standards in the performance of the duties and expectations of the employer.
B. The Intern shall conduct themselves in a manner that reflects positively on themselves and the University of Florida in the conduct of their duties as an intern.
C. The Intern recognizes that they aren’t selected for the job until the local government approves their hiring (NOTE: Some local governments may have more strenuous hiring practices for interns than other entities).
D. The Intern agrees to apply through their Department or the Bob Graham Center for college credits for the internship as soon as possible.
E. The Intern agrees to inform the LGIP of their employment status, start date, salary (if applicable), and hours as soon as they are notified by the local government.
F. The Intern agrees to participate in a final evaluation of their performance by their employer assuming the local government wishes to perform one.

This commitment being understood and agreed to by the Intern on __________ day of __________, 20___ and acknowledged by the signature below.

SIGNATURE: ___________________________________________

PRINT NAME: ___________________________________________

LGIP INTERN