ST

future by changing lives.

Truckee Meadows Community College promotes student success, academic excellence and access to lifelong learning by supporting high -quality education and services within our diverse community.

The values upon which Truckee Meadows

x	Follow the Rules of Conduct and Procedures for Students , established in Title 2, Chapter 10 of the NSHE Code .	
x	Follow NSHE policy against Discrimination and Sexual Harassment , established in Title 4, Cha pter 8, Section 13.	
x	Be honest, ethical and trustworthy at all times .	
х	Allow TMCC media consent to utilize photos, videos, art or other media which student is in or has created .	
х	Maintain confidentiality of work -related projects and personnel .	
х	Familiarize you rself with and adhere to employer's polic ies and procedures .	
х	Understand what constitutes a permissible work absence and whom to notify if absent	
х	Be prompt to work and when completing work assignments	
х	Dress appropriately for the work environment	
х	Follow t hrough with any workplace commitment.	
х	Abide by the policies regarding personal use of email, cell phone and internet usage during work hours	
х	Agree to provide own transportation to and from worksite	
x	Respond to specific sit uations quickly and efficiently.	
x	Seek constructive feedback from supervisor and accept suggestions.	
х	Strive to improve performance during the Internship opportunity .	
х	Enhance your professional skill set and acquire new knowledge -based learning .	
x	Immediately advise the internship coordinator of any concerns with the employer .	
Have you been convicted of a misdemeanor, gross misdemeanor, or felony that is not a traffic offense? Yes No		
f "Yes", please state the crime, the year of conviction, and provide any explanation on the back of this document.		
Chudeatle sizesture below indicates the following:		

Student's signature below indicates the following:

Faculty Sponsor's Signature	Date
Internship Coordinator's Signature	Date