

# Val Tech Intern Host Agreement Form

Re: \_\_\_\_\_  
(Val Tech Student's Name)

Dear Friend of the Val Tech Internship Program,

Thank you for participating in Valencia High School's Val Tech Internship Program. We trust that your time with a Valencia student will be positive for both of you.

Ideally, we would like our students to gain a clearer picture of how technology is used in the workplace. As a host, you are agreeing to assist and guide this student through 150 hours of unpaid technology-based work experience in a career of interest to this student. All internship hours must be completed prior to April 1 of the student's senior year. Your role is to direct and guide the student in a manner that will help the student use and sharpen technological skills as well as better understand the chosen career and his/her career goals.

You can do this by showing the student the role of technology in your field. Please feel free to offer your suggestions about how to pursue a career like yours. Specifically, for instance, you might share information you wish you had known as a young adult, information that will make it easier for the intern to get to where you are today.

Please contact us at 714-996-4970, extension 10045, if I may answer any questions about your role in the Val Tech Internship Program or if you have any suggestions about how we can improve the program.

Thanks for your support.

Sincerely,



Michael S. Guest  
Val Tech Coordinator  
mguest@pylusd.org  
(714) 996-4970 x 10045



## Val Tech Internship Program Host Agreement

I agree to host the above-named Val Tech student throughout the 150-hour Val Tech Internship Program required by the Val Tech Program.

**Val Tech Host's Name:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Host's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_