

CONFIRMATION OF AUDIO INTERNSHIP

RIM 4010

Department of Recording Industry

Middle Tennessee State University, Box 21, Murfreesboro, TN 37132

STUDENT: This form must be completed, signed, and returned by the last day to drop without a grade for the current semester. NOTE: If the internship is not confirmed by the last day to drop a class without a grade, you will be dropped from the class. Due dates are posted online.

Student Name: _____ M#: _____

MTSU E-mail Address: _____

Other E-mail Address: _____

Cell: (____) _____ Fall ____ Spring ____ Summer ____ Year _____

Credit Hours (circle one): 1 2 3 4 5 6 (75 intern hours per credit hour, 3 credits = 225 intern hours)

INTERNSHIP PROVIDER: Please review the following excerpt from Fact Sheet #71 regarding the federal Fair Labor Standards Act: <http://www.dol.gov/whd/regs/compliance/whdfs71.htm>

TRAINEES: The Supreme Court has held that the words "to suffer or permit to work," as used in the Act to define "employ," do not make all persons employees who, without any express or implied compensation agreement, may work for their own advantage on the premises of another. Whether trainees or students are employees of an employer under the Act will depend upon all the circumstances surrounding their activities on the premises of the employer. If all of the following criteria apply, the trainees or students are not employees within the meaning of the Act:

1. The training, even though it includes actual operation of the facilities of the employer, is similar to that which would be given in a vocational school;
2. The training is for the benefit of the trainees or students;
3. The trainees or students do not displace regular employees, but work under their close observation;
4. The employer that provides the training derives no immediate advantage from the activities of the trainees or students and, on occasion, its operations may actually be impeded;
5. The trainees or students are not necessarily entitled to a job at the conclusion of the training period; and
6. The employer and the trainees or students understand that the trainees or students are not entitled to wages for the time spent in training.

Internship Provider: _____

Supervisor: _____

Title: _____ Department: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (____) _____ Ext. _____ Cell: (____) _____

E-mail Address: _____

INTERN ACTIVITIES & TRAINING: _____

CONFIRMATION: Student Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

For additional information please contact: Dan Pfeifer, Audio Internship Coordinator
Phone (615) 898-5944 - FAX (615) 494-7740 – Email: dan.pfeifer@mtsu.edu
<http://recordingindustry.mtsu.edu> or <http://riminternships.mtsu.edu>