UNIVERSITY OF HARTFORD  
College of Education, Nursing and Health Professions  

EDG 430/431  
Human Service Internship  

Learning Contract  

(Note: Make THREE copies of this form: one for your journal; one for your agency supervisor, and one for the files.)  

Name: _____________________ Phone:______________ email: ____________  

Agency: _______________________________________________________________  

Agency Supervisor: ___________________________________  

Phone:_______________ email:_______________________  

This learning contract specifies what you want to learn at your internship (goals), what steps you will take, both at the internship and on your own (activities) to achieve those goals and how you and your supervisors will evaluate your progress (assessment).  

Begin with goals and be sure to discuss them with your supervisor. Then discuss activities and assessment, all before finalizing this document. It maybe that some of your goals are not realistic in the context of this agency, or that you have to be creative to find ways to pursue them.  

There are four categories for goals: knowledge, skills, personal development and career development, plus an “other” category if you have something and you’re not sure where to put it. Review the discussion in your textbook to make sure you know what is meant by each of these categories.  

Then move on to activities. Discuss with your instructor and site supervisor the possible activities you could do to pursue the various goals. These activities may be a combination of reading, observing and reflecting, and more “hands on” activities.  

Finally, discuss how you will be assessed or evaluated on each goal. It could be verbal feedback at weekly conferences, a written project or paper, a case report, and so on. Again, feel free to be creative. Try not to look at this as a “grade” but as an opportunity to learn more about your strengths and areas for development with respect to a particular learning goal.)