



To be completed by the employer requesting to become an internship site.

Company name:		
Street address:		
City:		Phone #:
State:	Zip Code:	Fax #:
Contact name:		Contact title:
Contact e-mail:		Company Web address:

We are interested in students from the following programs (mark all that apply):

Culinary Arts 2-year (CY): <input type="checkbox"/>	Baking/Pastry Arts 2-year (BK): <input type="checkbox"/>	Hospitality Management 2-year (HM): <input type="checkbox"/>	Culinary Arts & Systems 4-year (BCA): <input type="checkbox"/>
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The American Culinary Federation Accrediting Commission requires that interns in the programs of CY, BK, and BCA work with an American Culinary Federation Certified Chef. Is the chef that will be supervising the student certified or certifiable* by the ACF? Yes No

*Chef level certification is qualified by documenting 3 years at any level of culinary experience plus a minimum of 2 years as a supervisory chef.

Note: A current resume is required of the chef/supervisor who will be supervising the student for all majors. If no resume is available, a Data Sheet is provided for completion.

Chef or Supervisor Name :	ACF or Professional Certification level:
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During which of the following times are you interested in having interns at your facility? *Check all that apply.*

Summer (May-August) Fall (September-Dec) Spring (January-April)

Do you provide students with housing or housing assistance? Yes No

Are you willing to sign a training agreement? Yes No

Please provide an approximate range of pay that student interns can expect at your property:

To apply, students should (check all that apply):

Complete an application <input type="checkbox"/>	Send a cover letter & resume <input type="checkbox"/>	Schedule personal interview <input type="checkbox"/>
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What qualities are you looking for in an intern?

If a student has already contacted your facility for an internship experience, please indicate the name of student _____.

Please forward any information about your facility that may assist us, including:

- **Resume of Supervisor/Chef (all majors)- Required**
- Brochures
- Menus
- Applications
- Job descriptions
- Internship training programs
- Any other information that you feel may be helpful

Please send all internship site information and this completed application form to:

The School of Hospitality, DIF #75
Pennsylvania College of Technology
One College Avenue
Williamsport, PA 17701