

# NEW MEXICO HIGHLANDS UNIVERSITY – LUNA COMMUNITY COLLEGE

## ARMAS/USDA – FRRRE/ACE

*NMHU Achieving in Research, Math, & Science/United States Department of Agriculture - Focusing Recruitment, Retention, & Research Experiences/LCC Academic Center of Excellence*

### INTERNSHIP TIME & EFFORT REPORT

INTERN NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

AGENCY/WORKPLACE: \_\_\_\_\_ SUPERVISOR: \_\_\_\_\_

WEEK OF: \_\_\_\_\_

<b>INTERNSHIP ACTIVITIES</b>	<b>% OF EFFORT</b>
<i>Short Term: (This week's priority)</i>	
<i>Mid Term: (Next tasks, if priorities are completed)</i>	
<i>By the end of term:</i>	
	<b>TOTAL EFFORT</b>
<i>Notes and Monthly Objectives:</i>	

*Complete and submit to Mabel Suarez in ARMAS 106, NMHU at the end of the work week identified above.*

**I certify that the information is correct.**

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_