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(Example: Fall 2015) Page 10 4. Organization/Employer Position Title (e.g., Nanny, Counselor, Teacher) May We Contact? Supervisor's Name Supervisor's Title Yes No. To . Dates (mm/year) Hours/Week # Of Weeks Total Hours Completed Supervisor's Phone. Briefly 4th, 2024

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2. Send A Letter, Note, Or Card To The Direct Supervisor And Teacher You Worked With At The Program. Thank Each Person You Were Involved With For The Opportunity And Willingness To Accommodate You Into Their Environment. 3. Submit Your Completed Internship Time Log Vi 1th, 2024

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: Sending Thank You Notes Is An Excellent Way To Show Your Appreciation And Express Interest In A Particular Organization. If You Need Sample Thank You Notes, Please Review The Resume Handbook For Samples And Visit The Career Development Center For Assistance. Thank The Business Representative For His/he 2th, 2024

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