

Cambridge Intern Program Completion Form

In order to document that a student has completed an internship, all businesses awarded Cambridge Intern Program funds are requested to submit this internship completion form, W-9, and proof of payment/hours worked to the Cambridge Economic Development Director. Forms must be submitted within 30 days post internship. Once documentation is received grant funds will be distributed.

Business Information

Name of Business: _____

Business Address: _____ City/State/Zip: _____

Signature: _____ Date: _____

Student Information

Name of Student: _____

Student Address: _____ City/State/Zip: _____

Internship Information

Title of Internship Position: _____

Start Date: _____

Total Hours Worked: _____

Number of Weeks employed: _____

Wage per hour: \$ _____

Was the student employed following the completion of the internship? Yes or No

Does the business plan to retain this internship position? Yes or No

Please elaborate: _____

Describe the outcomes and impacts of participating the Cambridge Internship Program: _____
