

## Antonio Barco

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**From:** John Milford [jmilford@utpa.edu]  
**Sent:** Tuesday, July 13, 2010 3:00 PM  
**To:** Tony Barco (tonybarco@bizrgv.rr.com)  
**Subject:** Internship Program

Tony,

I am glad to see that you are entertaining the idea of having Ms. Varela as an intern. The internship is a credit course whereby the student has to obtain their own internship, either paid or non-paid. UTPA is not involved in anyway financially or otherwise. They are required to work 20 hours a week during the course of the semester with the work hours being mutually agreed upon with the student. The student has to complete academic assignments for the course that is intertwined with their work tasks. We require that the student furnishes us with a job description, title of the assigned workplace. They have to have a commitment from the sponsor on the first day of class which is Wednesday. You are not required to monitor or report anything whatsoever. The job should entail more that just clerical work or phone reception since it is geared towards meaningful work in the public sector.

If you have any questions, you can call me on my cell 607 2001.

John