

## **Internship Final Submission Requirements**

Students will submit an internship portfolio by March 21 to Mrs. Mize or Mrs. Hays via email to [sparc@brookhill.org](mailto:sparc@brookhill.org). The portfolio should include:

- Summary of the internship job description
- Personal reflection paper
- Daily log or daily journal
- Photos of internship experiences
- Sample of work completed during the internship (if applicable)
- A résumé