

**871—69.10(84A) Application content and other requirements.**

**69.10(1)** A business seeking assistance under the program will submit a complete application to the department. Successful applicants will enter into a contract with the department prior to posting or advertising the internship.

**69.10(2)** If an award is made, the business will secure an intern or interns within the time period stated in the contract between the department and the business.

**69.10(3)** The application will include but not be limited to all of the following:

- a.* The dates and location of the internship.
- b.* A statement of duties the intern will perform at the business site and how the duties correlate to a substantive experience in one or more of the following areas: research and development; engineering; process management and production; product experimentation and analysis; product development; market research; business planning; and administration. The application will also include information regarding the intern's work space (e.g., access to telephone, computer, and other necessary items).
- c.* The name of the business's representative who will train and supervise the intern.
- d.* A statement of the anticipated workforce needs at the business and the student's potential for prospective employment with the business following graduation.

**69.10(4)** The department reserves the right to require additional information from the business.

[ARC 9568C, IAB 9/17/25, effective 10/22/25; ARC 0034D, IAB 2/4/26, effective 1/12/26]