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| --- | --- | --- | --- | --- |
|   |  | **Date Completed** |  |  |
|  |  |  |  |
| Mentor Covenant Submitted by Intern Email sent? |  | Choose date. |  |  |
|  |  |  |  |  |
| Mentor Approved by Internship Director Email sent?  |  | Choose date. |  |  |
|  |  |  |  |  |
| Initial Phone Interview with the Internship Director before the Internship Starts |  | Choose date. |  |  |
|  |  |  |  |  |
| Spiritual Gifts Inventory Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Pre-Marital Counseling Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Wedding Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Funeral and Grief Care Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Water Baptism Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Communion Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Personal Evangelism Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Discipleship Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Church & Para Church Organization Leadership Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Biblical Counseling Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Personal Finances Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Benevolence Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Prayer Journal Reflection Paper |  | Choose date. |  |  |
|  |  |  |  |  |
| Reflection Paper for Book: *Spiritual Leadership* by J.O. Sanders |  | Choose date. |  |  |
|  |  |  |  |  |
| Reflection Paper for Book: *Run with the Horses* by E.H. Peterson |  | Choose date. |  |  |
|  |  |  |  |  |
| **Mentor sends an email to the Internship Director** (internshipdirector@mnaog.org) stating the intern’s successful completion of the internship & their suitability for ministry |  | Choose date. |  |  |
|  **(MNSOM Office (Notes on Back)** |  |  |  |  |

**Close out Internship File:**

1. **Enter Pass entered on Database:** Choose date.
2. **Deleted from Moodle:** Choose date.
3. **Name moved to completed on Internship Spreadsheet:** Choose date.
4. **Congratulation Email sent/CC Erin Corbett:** Choose date.
5. **Remove (X) Intern from Mail Chimp Internship List:** Choose date.

**Notes:**