

NAVY MWR INTERN PROGRAM AGREEMENT

Name: _____
(Last Name) (First Name) (Middle Initial)

Dates of internship: _____ Base: _____

1. Navy Personnel Command, Morale, Welfare, and Recreation (MWR) Training Branch (PERS-654) policy allows travel expenses for the intern and certain other allowances incident to travel.
2. We have authorized your travel in keeping with our recent MWR internship offer.

INTERN STATEMENT

3. In order to establish eligibility for the above allowances I understand and agree that:
 - a. I will remain with my host MWR Department for the full term of my internship beginning with the first actual date of my internship unless separated for reasons beyond my control, which are acceptable to the NPC MWR Program Manager (PERS-654G).
 - b. If I fail to fulfill the terms of this agreement, or if I am removed for cause before the full term of my internship, I will, upon demand, repay to the NPC MWR Training Branch (PERS-654) a sum of money equal to the authorized travel and related entitlements or a portion thereof.
 - c. I agree not to change my travel itinerary, for personal or official reasons, unless I have permission from my host MWR Department and the NPC Program Manager (PERS 654G).
 - d. I agree that the NPC MWR Program Manager (PERS-654G) and/or my host MWR Department will make any changes in airline itineraries.
 - e. I agree to complete the post internship evaluations on the Program, and the Supervisor, and return those to the NPC MWR Intern Program Manager.
4. I understand that the period of service as specified in this agreement is for the purpose of establishing my eligibility for the travel allowances and other related allowances, which may be authorized.

Signature of MWR Intern Date

Airport Information

Preferred airport for orientation: _____

Preferred airport for overseas travel: _____