

## **The University of Tennessee – Hotel & Restaurant Administration Fact Sheet for Senior Field Experience**

### **WHAT IS REQUIRED?**

Ideally, the student will be able to work in a managerial capacity and/or a management-training program. However, the student is an employee of your firm and the sponsor assigns duties. If managerial duties are not possible, we ask that you make a concerted effort to assist the student(s) in observing/experiencing as much of your operation's management functions as possible.

### **HOURS:**

The student is required to work approximately 600 hours. The sponsoring firm can use the student for more hours if so desired and if it is agreeable to the student(s).

### **COMPENSATION:**

Students are normally paid prevailing wage scale for this field experience and should be placed under workman's compensation.

### **EVALUATION:**

After five weeks and at the end of the field experience, a student evaluation form should be submitted. If there are any problems or concerns, the supervisor should make note of them on the report. Major concerns should be transmitted via phone or e-mail to the instructor as soon as possible.

### **ACADEMIC REQUIREMENTS:**

We also ask each student to complete and/or develop case studies and a final report that are related to their field experience.

### **REGISTRATION:**

The student is required to register for the appropriate courses and submit assignments within the time frame of the University semester.

### **CONTACT:**

The instructor for the field experience is  
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