



# CHI INTERNSHIP VERIFICATION

Certified Hospitality Instructor

## CERTIFIED HOSPITALITY INSTRUCTOR CANDIDATE INFORMATION

PRINT Name (Mr./Ms./Mrs.)		Birth Date	
Home Mailing Address			
City/State or Province		Postal Code/Country	
Business Phone (      )	Home phone/cell phone (      )		
Business e-mail	Personal e-mail		

PRESENT POSITION	When did you begin? (month/year)
School/Workforce Program Name	

## INTERNSHIP SPONSOR:

Please complete the information below on behalf of the individual applying for CHI certification. Earning the Certified Hospitality Instructor (CHI) designation is contingent on verification of completion of the internship program. The 120-hour internship may be completed at:

- Accommodations—Hotels, resorts, motels, hostels, vacation rentals, vacation ownership, bed & breakfast properties, recreational vehicles and camping
- Food & Beverage—Restaurants, full-service, fine-dining, quick service, bars and lounges
- Transportation—Airlines, cruise lines, rail, car rentals, tour/coach operators, bus lines, taxis
- Attractions—Theme parks, zoos, national/state/local parks, natural wonders, heritage sites

I verify that \_\_\_\_\_ has successfully completed 120 hours of internship with (name of company) \_\_\_\_\_ for the period of (month/year) \_\_\_\_\_ through (month/year) \_\_\_\_\_.

Signature: _____		Date: _____	
Your Name (Ms./Mr.): _____			
Title: _____		Property: _____	
Address: _____		City: _____	
State or Province: _____		Country: _____	Zip/Postal Code: _____
Business Phone: _____		Fax: _____	E-mail: _____

**CHI Candidate should return the completed form to:**  
**American Hotel & Lodging Educational Institute**  
**Attention: High School/Workforce Programs**  
**800 N. Magnolia, Suite 300**  
**Orlando, FL 32803**  
**or email to [highschool@ahla.com](mailto:highschool@ahla.com)**