



Dear [NAME]

We are pleased to offer you an **unpaid, remote-only internship** with **Quasortech Labs**. This internship is designed to provide you with a valuable **learning experience and professional development** in Software Product Design and development.

Internship Details

Start Date: [TBD]

End Date: [TBD]

Supervisor: [TBD]

Location: Remote-only

Nature of Internship

This internship is **educational in nature**, and its primary purpose is to provide you with practical experience, skill development, and exposure to industry practices. You will be assigned projects and tasks under supervision to support your learning objectives.

Please note:

- This internship is **unpaid**, and you will not receive wages or benefits from Quasortech Labs.
- There is **no obligation** by Quasortech Labs to offer paid employment at the conclusion of this internship.
- You are **not required** to obtain academic credit, although you may choose to coordinate with your school independently.

Work Product, Intellectual Property, and Confidentiality

During your internship, you may create work products such as reports, designs, presentations, or other materials. By participating in this internship:

- You acknowledge that the work you create remains the property of Quasortech Labs.



- Quasortech Labs may use or refer to your work for internal purposes, training, or demonstration, provided it aligns with the educational nature of the internship.
- You agree not to disclose or use Quasortech Labs' confidential or proprietary materials, concepts, or work products outside the company without prior written permission.
- This restriction does not prevent you from applying general knowledge, skills, or experience gained during the internship in future roles.

Foreign Interns Clause

- For interns located outside the U.S.: This internship is remote-only and unpaid. Participation does not constitute U.S. employment, and the intern is responsible for ensuring compliance with any applicable local laws and regulations in their country of residence.
 - For interns located in the U.S. on a visa: The intern must obtain any required work authorization (e.g., CPT or OPT for F-1 students) before starting. Quasortech Labs will not provide legal advice or sponsorship, and the intern is responsible for maintaining lawful status.
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Unpaid Internship Compliance Checklist (Based on the U.S. Department of Labor's Primary Beneficiary Test) - To be filled by Quasortech Labs

Expectation of Compensation: Both the intern and Quasortech LLC understand that there is no pay or wages for this position.

- Written offer letter or agreement states the internship is *unpaid*.
- No promises of future payment or employment are made.

Educational Nature of the Internship: The internship provides training similar to an educational environment.

- Intern participates in mentoring, shadowing, or structured learning activities.
- Training focuses on industry skills, not routine company tasks.



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Connection to Formal Education: The internship is designed to be educational, even if not for formal credit.

- Internship aligns with intern's academic or career interests.
- Intern may choose to seek academic credit independently.

Accommodation of Academic Calendar: Internship respects the intern's academic commitments.

- Schedule accommodates classes or exams.
- Start and end dates align with a school term or learning period.

Duration Limited to Learning Period: The internship lasts only as long as the intern is learning and gaining experience.

- Duration is clearly defined.
- End date coincides with completion of learning objectives.

Complementary: The intern's work supplements but does not replace regular employees.

- Intern does not perform essential business operations alone.
- Intern's projects are supervised and instructional.

No Entitlement to a Job: The internship does not guarantee a paid position afterward.

- Offer letter explicitly states there is no promise of employment.
- Intern understands the role ends after the internship period.

Foreign interns verification:

Is the intern a student registered and studying at a university outside the U.S.? Yes \ No.

If Yes, does the intern have a confirmation letter from their university, along with a government-issued photo ID, verifying enrollment, degree enrolled and course duration?

Yes \ No.



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To be signed by Quasortech Labs

Quasortech Lab's Certification: I confirm that this internship is designed primarily for the intern's educational benefit, consistent with the U.S. Department of Labor's "Primary Beneficiary Test."

Supervisor Name: [to be filled by Quasortech LLC]

Signature: [to be filled by Quasortech LLC]

Date: [to be filled by Quasortech LLC]

To be signed by the Intern

I understand that this internship is unpaid, remote-only, temporary, and intended to provide educational experience and training. I acknowledge that the duration of this internship falls within my educational period and is designed to complement my academic studies. I have received this offer letter and the compliance checklist and agree to abide by the terms described herein.

Intern Name: [NAME]

Date: [DATE]

Signature: