

## STUDENT PRACTICUM/INTERNSHIP WORK-SITE/UNIVERSITY AGREEMENT

THIS AGREEMENT is entered into by and between the State of Oregon, acting by and through the State Board of Higher Education on behalf of SOUTHERN OREGON UNIVERSITY, hereinafter "UNIVERSITY," and

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(Company name and address)

hereinafter "HOST."

WHEREAS, the UNIVERSITY wishes to offer its students opportunities for practicum/internship training and experience in their fields of study; and

WHEREAS, the HOST wishes to cooperate in UNIVERSITY's academic objectives by being a host site for students' practicum/internship experiences;

NOW, THEREFORE, the parties agree as follows:

### **Participating Students**

The number of students to participate shall be mutually determined prior to or at the start of each term, including the selection method(s) to be used.

### **Practicum/Internship Standards**

The specific practicum/internship experiences to be provided, the duration of the practicum/internship, the criteria to be used to determine successful completion of the experience, and the granting of academic credit shall comply with UNIVERSITY academic standards established for practicum/internship experiences. Such details of each practicum/internship arrangement shall be documented in writing and made a part of this Agreement.

### **Discrimination**

Neither party shall engage in discrimination in the treatment of any participant connected with the practicum/internship. Discrimination means any act that unreasonably differentiates selection and treatment, intended or unintended, based upon race, color, national origin, religion, sex, sexual orientation marital status, age, disability or veteran status.

### **Termination of Student Participation for Cause**

HOST may request UNIVERSITY to withdraw from the program any student who, in the HOST's judgment, is not performing satisfactorily or who refuses to follow HOST's administrative and operating policies, procedures, rules, and regulations. Such requests must be in writing and must include a statement of reason(s), which shall not be based on discriminatory treatment.

### **Consideration**

The basis of this Agreement is that the HOST agrees to provide the practicum/internship experience to the UNIVERSITY student(s) at no charge to the UNIVERSITY, and the student agrees to complete the practicum/internship for the granting of academic credit. Any additional special arrangements in which the UNIVERSITY agrees to provide any supplies or equipment as part of the practicum/internship shall be documented in writing and made a part of this Agreement.

**The student is not an employee of the UNIVERSITY.** Any compensation arrangements made between the HOST and the student are outside of this agreement; any associated scholarship monies must be dispersed by the UNIVERSITY through its Financial Aid Office. Except for any special arrangements specifically documented as referenced in the above paragraph, the student is responsible for providing her/his own transportation, parking, and expenses associated with the practicum/internship.

**Insurance**

The Oregon Tort Claims Act (ORS 30.260-30-300) permits the UNIVERSITY to accept responsibility only for the acts of its officers, employees, and agents. Since a student does not qualify as any of those persons, **the UNIVERSITY is prohibited from accepting any liability for the acts, omissions, and conduct of the students, and is prohibited from providing coverage with State Accident Insurance, liability insurance, or workers' compensation insurance.** HOST agrees it is their responsibility to determine what provisions or actions are necessary to fulfill any liability and workers' compensation obligations created by their participation in this agreement.

**Term**

This agreement becomes effective upon the last date accompanying the signatures to the agreement and remains in effect until terminated by mutual consent of the parties or by one party upon 30 days prior written notice to the other party. The terms of this Agreement may be modified, supplemented, or amended only by written agreement signed by authorized representatives of all parties.

IN WITNESS WHEREOF, the parties, by signature of their representatives below, acknowledge that they have read and understood the Agreement and agree to be bound to its terms and conditions.

HOST ORGANIZATION

\_\_\_\_\_  
Company Representative/Title Date

STATE OF OREGON ACTING BY AND THROUGH THE STATE BOARD OF HIGHER EDUCATION, ON BEHALF OF SOUTHERN OREGON UNIVERSITY

\_\_\_\_\_  
Tresa Sprague Date  
Administrative Services Coordinator  
Southern Oregon University

\_\_\_\_\_  
Designated Faculty Representative Date

cc: Office of Career Connections