

COLLEGE OF ST. BENEDICT/ST. JOHN'S UNIVERSITY
INTERNSHIP PROGRAM AGREEMENT

This Agreement is to be completed by a representative of the Internship Host, the CSB/SJU Internship Coordinator, and the Student-Intern, before the Student-Intern may begin the internship.

THIS AGREEMENT is entered into this ____ day of _____, 20____, by and between _____, the Internship Host, (herein referred to as "Host"), the College of St. Benedict/St. John's University (hereinafter "CSB/SJU"), and _____, a student-intern (hereafter "Intern").

WHEREAS, the host desires the services of the Intern and the Intern desires the learning experience that an internship affords, and CSB/SJU appreciates and commends the Host's providing the Intern the opportunity for this learning experience.

NOW THEREFORE, the parties hereby agree as follows:

I. ASSIGNMENT AND TERM. The general nature of the Intern's assignment shall be:

_____.

Normal work hours shall be: _____.

Duration of the internship shall be from: ___/___/___/ to ___/___/___.

II. DUTIES. The duties of the Intern shall include but not be limited to: _____

_____.

The Host may also require the Intern to attend meetings or trainings as shall be necessary for proper function of the program.

III. REPORTS. The Intern shall be assigned to a supervisor within the Host. The supervisor for this internship is _____. Both the Intern and the supervisor shall submit evaluations once during the internship and also at the end of the internship to the CSB/SJU Internship Coordinator, and the CSB/SJU Internship Coordinator will forward these evaluations to the faculty moderator(s).

IV. CREDIT-REQUIREMENT. The goal is for the Intern to receive academic credit for successful completion of the internship, or otherwise fulfill a requirement of his/her academic program. The internship shall be carried out under the direction of the CSB/SJU Internship Coordinator and the Intern's faculty moderator(s). It is understood that all academic credit is to be arranged by the Intern and CSB/SJU.

V. COMPENSATION. This internship will not result in monetary compensation to the Intern, unless, during the course of the internship, as compensation for performance of the duties herein described, the Intern may receive \$_____ from the Host. Any compensation is considered taxable income to the Intern.

- VI. NATURE OF RELATIONSHIP. The Intern understands that the internship is not an offer of employment, but rather is an educational experience with a set termination date. At the conclusion of the internship, the Intern understands that he/she will not be entitled to unemployment compensation benefits.
- VII. INSURANCE COVERAGE. The Host understands and agrees that it is in the Host's best interest to ascertain whether it has professional liability or other insurance coverage for the Intern, and if it does not have such coverage, that it should secure same. In any event, the Host agrees to defend and indemnify CSB/SJU for claims arising out of the Intern's internship with the Host, and agrees to hold CSB/SJU harmless from any and all claims arising out of the Intern's internship with the Host, provided, however, that to the extent any liability, costs, damages, expenses or attorneys' fees are compensated for by insurance, whether purchased by the Host or CSB/SJU, the Host shall not be required to reimburse CSB/SJU for the same.
- VIII. EQUAL OPPORTUNITY AFFIRMATION. CSB/SJU prohibits discrimination on the basis of race, color, creed, religion, gender, national origin, age, disability, marital status, sexual orientation or preference, status with respect to public assistance, and any other characteristic protected by law. The Host affirms that it also prohibits any and all discrimination on the basis of these protected classes.
- IX. TERMINATION. In the event that conflicts develop during the internship, the supervisor or the Intern shall inform the CSB/SJU Internship Coordinator. If, after consultation with the CSB/SJU Internship Coordinator, and/or faculty moderator(s), and representatives of the Host, resolution of the matter cannot be agreed upon, this Agreement may be terminated immediately by any party.
- X. COMPETENCY TO SIGN THIS AGREEMENT. Intern asserts that he/she is over the age of eighteen (18) and competent to sign this Agreement.

Date: _____

Representative of Host (Supervisor)

Date: _____

CSB/SJU Internship Coordinator

Date: _____

Student Intern

10/8/2007