

PRACTICUM/INTERNSHIP AGREEMENT
SOC. 497 SENIOR CAPSTONE
SOCIOLOGY DEPARTMENT
MINOT STATE UNIVERSITY

Responsibilities of the Sociology Student:

_____ (student) agrees to contact a representative of _____ (agency) and discuss the details of developing an internship experience for the duration of one semester for a total of three credits.

The Student agrees to contact the MSU internship coordinator to discuss the expectations of the agency during the time of the agreement.

The student agrees to a continuous internship experience of not less than _____ hours beginning _____ (date) and ending _____ (date).

The student agrees to meet with the agency coordinator on a regular basis in order to discuss specific responsibilities and tasks that will be accomplished.

In situations where confidentiality is required, the student agrees to respect the privacy of others. No information which would directly or indirectly identify a client may be disclosed by the student involved in this affiliation agreement.

The student agrees to abide by the policies, rules and regulation of the agency while performing assigned tasks.

The student agrees to meet with the MSU internship coordinator once a week to discuss the requirement of maintaining a weekly journal focusing on the internship experience.

The student agrees to complete the required internship assignments including an internship application, biographical sketch, and internship evaluation form.

Responsibilities of the Agency Coordinator:

The agency agrees to select an internship training coordinator who will review the internship agreement, sign the agreement, and return the form to the MSU coordinator prior to _____ (date).

The agency coordinator agree to advise the student about agency facilities, policies, procedures and regulations.

The agency coordinator agrees to keep the MSU coordinator informed about the progress of the internship student and indicate (in writing) if a student is not performing satisfactorily.

The agency coordinator agrees to evaluate this joint educational experience, and complete a brief student evaluation form at the end of the semester _____ (date). This evaluation will be shared with the student and filed in the student's records contained in the Division of Social Sciences.

Responsibilities of Minot State University Internship Coordinator:

Minot State University agrees to select and internship coordinator who agrees to provide the student with a learning experience related to applied sociology.

The MSU internship coordinator agrees to be in contact with the agency during the duration of the agreement.

The MSU internship coordinator agrees to meet with the student once a week to discuss the weekly journal entry and evaluate the progress of the student experience at the end of the semester on a pass/fail basis.

Student _____ NAID# _____ Date _____
MSU Internship Coordinator _____ Date _____
Agency Coordinator _____ Date _____
Social Science Chairperson _____ Date _____

Please sign and return to: Patricia A. Lomire, Ph.D., Internship Coordinator, Box 171, Minot State University, Minot, North Dakota 58707. Thanks for your cooperation. If there are and questions, please call 701-858-3248.