

## **AGREEMENT FOR INTERNSHIP AND OTHER SERVICE LEARNING OPPORTUNITIES**

Gordon State College (hereafter referred to as the College) and <Learning Site> (hereafter referred to as Facility) have come to the following agreement relative to joint sponsorship of a service learning activity in the education of <Name of Discipline> students. The learning activity will occur at <Learning Site>.

The purpose of this agreement is to guide and direct a working relationship between the two above named parties in providing learning experiences for students in the <Name of Discipline> Program. In consideration of the following mutual promises, covenants and conditions, the Facility and College agree as follows:

### **SECTION A:** The College shall do the following:

1. Assume final responsibility for the educational program of the student placed in the Facility.
2. Work cooperatively with the staff designated by the Facility in selection of the location for the students' learning experiences.
3. Provide the Facility with student names and current addresses.
5. Assure observance of Facility policies and procedures by students and faculty.
6. Initiate, as indicated, individual and group conferences between the staff and facility staff for the purpose of discussing student learning and student performance.

### **SECTION B:** Facility shall do the following:

1. Provide appropriate environments required for educational experiences for students of Gordon State College as agreed in cooperative planning of Gordon State College and designated Facility Staff.
2. Make provisions for orientation of faculty members of the Gordon State College to the facilities, philosophies and policies of the Facility.
3. Assist in the orientation of the students to the Facility.
4. In collaboration with Gordon State College's faculty, evaluate the student's performance; recommend a grade so that the student may receive proper credit. (This evaluation is to be done by the person supervising the experience.)
5. Retain the right to return any student for any reason deemed appropriate by the Facility prior to the completion of the experience.

### **SECTION C:** The College and Facility agree to be mutually responsible for the following:

1. Assignment schedules for students enrolled in the <Name of Discipline> Program at Gordon State College will be planned by the faculty of the college in cooperation with the Facility. The Facility has the right to determine the number of available student positions and to accept or deny students at their discretion.
2. Facility staff and students will work together to maintain an environment which provides quality student learning.

### **SECTION D:** It is further agreed and understood that:

1. The initial term of this Agreement shall be <one, two or three> year<s>, commencing on \_\_\_\_\_ and shall continue in full force and effect for a period of <one, two or three> year<s> unless earlier terminated by the parties upon (i) mutual consent, (ii) 120 days prior written notice, with or without cause, by either party, or (iii) as otherwise set forth

herein. **The Agreement can be extended beyond the initial term with the written agreement of both the College and the Facility.**

2. This agreement may be modified by mutual consent, provided that all modifications will be in writing and signed by officials of the College and of the Facility.
3. Neither party will discriminate against any Facility or College employee, or any applicant for learning experience because of age, race, color, national origin, sex or disability.
4. Under no circumstances will students and faculty engaged in learning experiences, in accordance with this Agreement, be considered as employees or agents of the Facility, and therefore, will not be entitled to any benefits or worker's compensation in the event of any injury occurring on the premises of the Facility.
5. Facility does not assume liability for any injury, in any manner or to any extent, which a student or faculty member may receive during their experiences at Facility. Emergency care may be provided in the Facility at the expense of the individual involved.
6. All provisions of this Agreement shall be construed in accordance with the laws of the State of Georgia.
7. This Agreement will not become legally binding until fully executed by Facility and College.

SECTION E: IN WITNESS WHEREOF, this Agreement is entered into on the first day above written.

Gordon State College

Facility

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Dr. Jeffery Knighton  
Provost, Vice President of Academic Affairs

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Dr. Mustapha Durojaiye  
Head, Department of Biology