



Environmental Science and Policy

STUDENT PRACTICUM/INTERNSHIP AGREEMENT

By my agreement to intern with a host company, I understand that my business host and Southern Oregon University Environmental Science and Policy program expect me to assume, as much as possible, the role of a regular staff member. I understand that my responsibilities include:

1. Adhering to company work hours, policies, procedures and rules governing professional behavior.
2. Adhering to company policies governing the observation of confidentiality and the handling of confidential information.
3. Assuming personal and professional responsibilities for my actions and activities.
4. Maintaining professional relationships with company employees, customers, and vendors, et al.
5. Maintaining a learning attitude...considering knowledge that I have acquired in the academic setting as it applies in my internship context.
6. Developing self-awareness with regard to attitudes, values and behavior patterns in the workplace.
7. Being open to external learning opportunities afforded by the host business if any arise.
8. Being consistent and punctual in the submission of all work assignments to my host business supervisor.
9. Taking responsibility for the goals I have identified for my internship experience.

Print Student Name

Term/Year_____

Student Signature

Date_____

Internship Coordinator Signature

Date_____