

GEOGRAPHY INTERNSHIP AGREEMENT OF UNDERSTANDING

The Geography Internship course (Geography 191) of the University of Vermont is designed to provide a student with structured learning and work experiences in applying geographic concepts and methods to the problems and tasks of an appropriate public or private organization.

This document describes an internship agreement among three parties:

_____, the student;
_____, the organization; and the Department of
Geography, The University of Vermont.

The internship period begins on _____ and ends on _____, but excludes official University vacation days. The student is expected to work an average of _____ hours per week during the period with the organization.

The organization agrees to give the student learning and work experiences which will train him or her in one or more of its important activities, as follows:

So long as the student is performing tasks with the organization that are generally encompassed by these activities, the student is an agent of the University. The performance of any other task is a matter between the student and the organization only. The organization agrees also to provide the supervising faculty member in the Department of Geography with a written report that briefly describes and evaluates the performance of the student within one week following the end of the internship period. The report _____ be read by the student.

The student agrees to perform the tasks assigned by the organization and, when deemed necessary by the organization, to perform them on a daily or weekly schedule established at the mutual convenience of the student and organization. The student agrees further to report verbally and regularly through the internship period to the supervising faculty member in geography on his or her learning and work experience, and to provide the faculty member with written reports, including a summary and evaluative report on the entire internship experience within one week following the end of the period. A copy of the summary and evaluation will be given to the organization upon request.

The Department of Geography agrees that the student may enroll in the Geography Internship course (Geography 191) for _____ credits during the _____ semester of _____. The supervising faculty member in geography has responsibility for assuring that the learning and work experiences of the student are academically meritorious. If at any time the supervising faculty member learns that the student or the organization is dissatisfied with this internship arrangement, he or she will attempt to ameliorate the concerns and may call for dissolution of this agreement.

Name of Student

Signature of Student

Date

Name of Representative
of Organization

Signature of Representative
of Organization

Date

Address of Organization

Telephone Number of Organization

Name of Supervising Faculty
Member in Geography

Signature of Supervising
Faculty Member in Geography

Date

2/2006