

Internship Agreement

This Internship Agreement is entered between PASADENA AREA COMMUNITY COLLEGE DISTRICT ("District") and ("Company").

PURPOSE

The Internship Program is an instructional program that correlates formal classroom with regularly scheduled on-the-job learning experiences. Internships assist students to develop and refine competencies in their field of interest while preparing for entry-level employment or advanced training in their chosen field. Simultaneously, the Internship Program provides Company with qualified students wishing to participate in career activities.

TERM OF AGREEMENT

This Agreement shall be in effect from _____ and shall automatically terminate on _____ unless terminated by either party with or without cause by giving 60 days' notice to the other party of such termination prior to the effective date of termination.

SERVICES

District will provide:

- Faculty Advisor
- Education in related field
- Keep all required accountability and audit records
- Resume preparation
- Guidelines for appropriate learning experience

Company will provide:

- Internship experience and training
- Mentoring and supervision
- Signed time sheets
- Performance evaluation
- Learning objective approval

STUDENT PARTICIPATION

District has sole discretion to select students for participation. Company shall specify the maximum number of internships available; however, District has sole discretion to determine how many students, up to the maximum, shall participate. No student shall be denied acceptance on the basis of race, color, religion, gender, sex, sexual preference, age, national origin, ethnicity or disability to be subjected to any discriminatory practices prohibited by federal and state law. Students shall not be required to perform services except those identified for educational purposes.

INSURANCE

Both parties agree to carry sufficient insurance to cover the activities of students while acting as interns. Students enrolled in classes at Pasadena City College are covered by Student Accident Insurance while participating in scheduled class activities.

INDEMNITY

Each party agrees to defend and indemnify the other party and its trustees, directors, officers and employees from any liability incurred by reason of damage to property or injury to persons to the extent such damage or injury is caused by the negligent or intentional act of that party in the performance of the services authorized In this Agreement.

INTEGRATION

This Agreement represents the entire understanding of the parties and supersedes any previous writings or oral understandings. This Agreement may only be modified by a writing signed by both parties.

IN WITNESS THEREOF, this document complies with the Pasadena Area Community College District Board policies and administrative regulations. The parties hereto are duly authorized to execute this Agreement.

-COMPANY-

-DISTRICT-

PASADENA AREA COMMUNITY COLLEGE DISTRICT

By _____

By _____

Print Name _____

Print Name _____

Title _____

Title _____

Date _____

Date _____