

WASHINGTON STATE UNIVERSITY

MEMORANDUM OF AGREEMENT

Concerning the

Sport Management Internship Program
Department of Educational Leadership, Sport Studies, &
Educational/Counseling Psychology

THIS AGREEMENT is between WASHINGTON STATE UNIVERSITY, hereinafter referred to as the "University," acting through its Department of Educational Leadership, Sport Studies, & Educational/Counseling Psychology, hereinafter referred to as the "Department," and _____ hereinafter referred to as the "Organization," and is for the purpose of providing cooperative arrangements for the Internship Program for students enrolled in the Sport Management degree in the Department.

A. The Organization agrees:

To supervise the Sport Management students participating in the Internship Program and to provide them a variety of experience opportunities within the scope of services offered by the Organization.

B. The University agrees:

1. To make an official request to the Organization for placement of the Student within the Organization for his/her internship experience.
2. To consider the interests and competencies of the student in relation to the function and program of the Organization when assigning the student to the Organization.
3. To provide the Organization with material pertaining to the student and to the Internship Program in general.

C. The Organization and the University agree:

1. That the Organization Site Supervisor and the University Sport Management Supervisor of the Internship Program will be responsible for determining and evaluating the program of experiences for the student assigned to the Organization.
2. That neither party shall be responsible for costs or expenditures incurred by the other in the conduct of this program, other than those expenses defined in any separate agreements that may be made between the parties cooperating in this program.
3. To not discriminate against any employee or applicant for employment or enrollment in courses of study because of race, color, creed, sex or national origin, physical, mental or sensory disability, marital status, sexual orientation, or status as a Vietnam-era or disabled veteran.

D. Status of the Student:

1. The student assigned to the Organization shall be and remain a student of the University and may be able to receive remuneration as an employee of the participating agency during his/her Internship Program if prior approval has been secured from both the University and Organization involved.
2. Students shall be expected to adhere to Organization rules, regulations and policies, and should the student fail to adhere to these rules and policies, the assignment may be terminated upon a (2) two week written notice from the Organization to the University Sport Management Supervisor.
3. The University does not provide students with blanket insurance coverage insuring them against liability for actions or inactions occurring in the internship setting. Students participating in the Sport Management internship program are encouraged to purchase an experiential learning student internship policy offered through the University or to acquire coverage through another source. If purchased, the limits on the liability policy shall be, at a minimum, \$1,000,000 per occurrence. Certificates of such coverage purchased by the student will be provided to the Organization's Site Supervisor upon request. Should proof of insurance not meet with the Site Supervisor's approval, the Organization can refuse to accept the intern for placement.

E. Notices:

All Notices or official communication which may be required under this agreement shall be given as follows:

1. Notice to the University:

Sport Management Supervisor
Department of Educational Leadership, Sport Studies, & Educational/Counseling Psychology
Cleveland 351
Washington State University
Pullman WA 99164-2136
509-335-7232

2. Notice to the Organization: (Please type or print)

Site Supervisor _____

Organization _____

Address _____

_____ Phone (____) _____

3. Notice to the Student: (Please type or print)

Student _____

Address _____ Email: _____

_____ Phone (____) _____

F. Amendments:

This agreement may be amended by mutual agreement, executed by the officials executing this agreement or their successors, and appended herewith.

G. Effective Date:

This agreement shall be effective on _____ / _____ / _____
Month Day Year

and terminate on _____ / _____ / _____
Month Day Year

OR terminate upon completion of _____ Weeks or _____ Hours, whichever period is longer.

H. Signatures:

WASHINGTON STATE UNIVERSITY

ORGANIZATION SUPERVISOR

By: _____
(Student Signature)

By: _____
(Site Supervisor Signature)

Name: _____
(Please type or print)

Name: _____
(Please type or print)

Date: _____

Date: _____

By: _____
(SPMGT Supervisor Signature)

Title: _____

Name: _____
(Please type or print)

Date: _____

By: _____
(Chair, Department of Educational Leadership, Sport Studies, & Educational/Counseling Psychology)

Date: _____