WebBSIT
Bachelor of Science in Information Technology

EXPERIENTIAL LEARNING AGREEMENT

Semester Enrolled WBIT 4030 Senior Internship - 3 credit hours (200 hours)   Fall   Spring   Summer

WebBSIT University   Armstrong   Clayton   Columbus   Georgia Southern   Southern Polytechnic

WebBSIT Faculty Coordinator: _____ Phone: _____ Email:_____ _____

Student : _____ University ID # _____   Email: _____

Host Organization (Intern Site) _____

Mailing Address _____

City _____ State _____   Zip Code _____

Site Supervisor _____ Phone _____ E-mail _____

Technical Supervisor _____ Phone _____ E-mail _____
(May be same as Site Supervisor)

WebBSIT Advisor: _____ Phone: _____ Email: _____

WebBSIT Executive Director: _____ Phone: _____ Email: _____

The Site Supervisor and/or the Technical Supervisor and the student determine objectives to be accomplished through Experiential Learning. The goal is to give the student an opportunity to put into practice skills learned in school.

This **Experiential Learning Agreement** is established to provide a basis of understanding between the Experiential Learning Office, WebBSIT University, the experiential learning student, and the host organization. This agreement commits neither the host organization nor the student to permanent employment.

The Director of Experiential Learning and WebBSIT Faculty Coordinator agree to:

- Screen experiential learning applicants to identify potential candidates.
- Provide related academic assignments coordinated with the field learning experience.
- Communicate with site and technical supervisor(s) throughout the semester to evaluate student's work performance.
- Assess degree to which student meets stated learning objectives.

The Student agrees to:

- Attend required orientation conference; worth 5% toward class grade; see semester schedule/syllabus.
- Follow the rules and policies that apply to all employees.
- Perform assigned tasks in a responsible manner.
- Demonstrate honesty, punctuality, cooperation, courtesy, and a willingness to learn.
- Maintain regular attendance and participation with the WebBSIT Program and the learning site.
- Avoid unsafe acts and be alert to unsafe conditions.
- Notify appropriate host organization personnel or WebBSIT University Advisor of any significant difficulties experienced at the learning site.
- Provide records or reports required by either CSU or the host organization.
- Facilitate obtaining and reviewing the final evaluation from supervisor(s).

The **Host Organization** agrees to:

- Provide a field learning experience that permits the student to meet her/his learning objectives.
- Provide supervision that emphasizes the student's safety as well as the learning objectives.
- Clarify to permanent employees the expectations of the student's learning experience.
- Notify WebBSIT Executive Director in a timely manner of any serious problems related to the field learning experience, including a need to terminate student's placement.
- Furnish all necessary supplies and equipment.
- Communicate periodically with WebBSIT representatives regarding student's work performance.
- Complete a final evaluation on a designated form at the end of each semester and review the evaluation with the student. (This evaluation will provide input for the student's course grade.)

We, the undersigned, agree to the conditions set forth in this Experiential Learning Agreement.

Student _____ Signature _____ Date _____

Site Supervisor _____ Signature _____ Date _____

Technical Supervisor_____ Signature _____ Date _____

Faculty Coordinator_____ Signature _____ Date _____

WebBSIT Advisor Signature_____ Date _____ **APPROVED** **DENIED**

Internship Learning Objectives

The Site Supervisor and/or the Technical Supervisor and the student determine objectives to be accomplished through Experiential Learning. The goal is to give the student an opportunity to put into practice skills learned in school.

Refer to the "Writing Objectives" worksheet for directions and examples of learning objectives. A minimum of three learning objectives should be crafted and included with this agreement.

Description of the Internship:

Learning Objective 1:

Learning Objective 2:

Learning Objective 3:

Learning Objective 4:

Learning Objective 5: