

School Internship Agreement
Indiana University
Department of Counseling and Educational Psychology
Master's in Counseling and Counselor Education

This agreement is established between: (1) the Counseling and Counselor Education Program, School of Education, Indiana University (IU), (2) _____, a graduate student in said Program and (3) _____ the participating school corporation.

Participating School Corporation:

On behalf of the Corporation, I indicate by my signature below that I have read the requirements for the counseling internship described in the attached guidelines and requirements document and that I have explained same to those persons in the Corporation who will be involved in the conduct of the internship. Our questions about the internship requirements have been answered to our satisfaction and the Corporation will abide by them when providing an internship to the above-named student. I understand that the Corporation may replace the supervisor of record upon written notice to the Faculty Director of Field Placement of the Counseling and Counselor Education Program, School of Education, Indiana University. I understand that modifications to the internship requirements described in the attached document may be made only after written agreement between this Corporation, the intern, and the Counselor Education Program.

Intern:

By my signature below, I indicate that I have read and understand the internship requirements described in the attached guidelines and requirements document. My questions about the internship requirements have been explained to my satisfaction and I agree to abide by same when performing an internship in the above-named School Corporation.

Counselor Education Program:

On behalf of the faculty of the Counseling and counselor education Program, School of Education, Indiana University, I have read and understand the internship requirements described in the attached guidelines and requirements document and have explained them to those persons in the Program who will be involved in the conduct of the internship. Our questions have been answered to our satisfaction and we will abide by all previously referenced requirements and guidelines when providing an internship to the above named intern. Furthermore, we are in agreement with the arrangements the Corporation has made with regard to the substantive and

procedural aspects of the internship and supervision, including the designation of a supervisor of record.

By signature we agree to the terms set forth above and agree further that these may be modified only with the written consent of all parties.

Site Supervisor of Record: _____ Date _____

Intern: _____ Date _____

Field Placement Director: _____ Date _____

Specific Terms of Internship:

1. The internship will commence on _____ and will be completed on _____.

2. The site supervisor of record for the above-named intern will be (please print):

Supervisor Name and Title: _____

License Number: _____

Site Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

If you have questions about this agreement or the internship guidelines please call Catherine Gray, Field Placement Director at 812-856-8547 or email me at catgray@indiana.edu. Thank you in advance for your contributions to the educational goals of our students.

Revised 9-10