

Student Name: \_\_\_\_\_

UIN: \_\_\_\_\_

**OLD DOMINION UNIVERSITY**

**HUMAN MOVEMENT SCIENCES DEPARTMENT**

**B.S. OR M.S. IN EDUCATION WITH CONCENTRATION IN EXERCISE SCIENCE  
STUDENT INTERNSHIP AFFILIATION AGREEMENT**

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, by and between \_\_\_\_\_ (hereinafter referred to as the "Facility") and Old Dominion University, an instrumentality of the Commonwealth of Virginia (hereinafter referred to as the "University").

**WHEREAS**, the University is an educational institution with an approved Baccalaureate and Masters Degree programs in Exercise Science which requires internship experiences of students enrolled therein; and

**WHEREAS**, the Facility has the resources in equipment and staff to provide the internship experiences required by the Exercise Science Program; and

**WHEREAS**, it is to the benefit of the University that the resources of the Facility be made available to its students for the required internship experiences; and

**WHEREAS**, it is to the benefit of the Facility to associate with the University, its faculty and its students; and

**WHEREAS**, it is to the benefit of both the University and the Facility to cooperate in the educational preparation of interns so as to promote excellence in the management of sports, **preventive and clinical exercise facilities, fitness and wellness programs**, recreation, or health and physical education to ensure professional competence, and to provide maximum utilization of community resources;

**NOW THEREFORE**, the parties agree as follows:

1. Purpose

The purpose of the Agreement is to establish procedures and guidelines for the provision of internship experiences within the Facility for students enrolled in the Exercise Science Program (hereinafter "Program") of the University.

2. The University's Responsibilities

The University agrees to:

- a. Present students for internship experiences who have adequate pre-internship instruction and who, in the discretion of the faculty of the Program have adequately fulfilled the pre-internship requirements of the Program curriculum;
- b. Obtain comprehensive malpractice insurance coverage for students and faculty in an amount not less than one million dollars per occurrence and three million aggregate per year (\$1,000,000/ \$3,000,000). Evidence of such insurance shall be provided to the Facility prior to student participation in the internship experiences.
- c. Inform all students of the rules, regulations, policies, and procedures of the Facility, once the University has been provided a copy of the same, and require students conformance to such rules, regulations, policies, and procedures to the extent they are not inconsistent with law and policy,

- d. No less than two (2) weeks prior to the commencement of the internship experiences, advise the Facility of the number of students who will be presented for internship experiences and of the dates and hours each such students will be assigned to internship experiences as determined by program curricula and class schedules;
- e. Provide the services of a faculty member of the Human Movement Sciences Program who will:
  - 1) Plan, in conjunction with staff member(s) of the Facility, internship experiences and assignments which will fulfill the internship requirements of the Program curriculum; and
  - 2) Meet with staff members(s) of the Facility to discuss the quality of the internship experiences and any problems which may have arisen in the provision of those experiences.
- f. Retain responsibility for the education of students in the Department Of Exercise Science, Sport, Physical Education, and Recreation and for the curriculum of that program, its design, delivery, and quality; and
- g. Maintain all educational records and reports relating to the internship experiences of its students.

### 3. The Facility's Responsibilities

The Internship Facility agrees to:

- a. Provide a minimum of \_\_\_\_\_ internship hours of experience for students;
- b. Provide a minimum of 30 days notice in the event that it is unable to place University students;
- c. Provide facilities for internship experiences which may include reasonable library, classroom, conference room, and locker room space, and whenever possible, office and storage space;
- d. Provide the services of a unit staff member(s) who will:
  - 1. Act as the Facility's liaison to the University's supervising faculty member(s) with the planning of the internship experiences and evaluation of students internship experiences; and,
  - 2. Meet with University supervising faculty member(s) to discuss the quality of the internship experience and any problems which may have arisen in the provision of these experiences;
- e. Plan, administer, and retain supervisory responsibility for all aspects of the internship experience; and
- f. All faculty members of the university's Program access to the facilities of the Internship Facility for the purposes of coordinating, observing, and instructing students engaged in internship experiences.

### 4. Responsibilities of the University and the Internship Facility

Both parties agree that:

- a. The maximum number of students who may participate in internship experiences will be determined by agreement between the parties;
- b. The parties will advise one another of a change in supervising and instructing personnel, changes in applicable policies, and changes in the availability of resources;

- c. Emergency treatment of students for any injuries incurred during internship activities must be covered through the students' or faculty's health insurance plans (required by the University), or through their own resources;
- d. The Facility may, at any time, summarily relieve a student from a specific assignment, or request that a student, or faculty member, leave a patient care area for cause related to the quality of patient care;
- e. The Facility may require that a student be withdrawn from participation in the internship experience provided that specific reasons for the withdrawal are given and that such reasons are not among those prohibited under "f" below; and
- f. Neither party shall discriminate against any student on the basis of race, religion, sex, creed, age, national origin, or handicap;
- g. The University shall be responsible for any and all acts (or omissions) of professional negligence on its part, and the Facility shall be responsible for any and all acts (or omissions) of professional negligence on its part, or on the part of its employees. Nothing herein shall be construed as a waiver of sovereign immunity.
- h. Students will be asked to wear nametags identifying them as University students.

5. Terms

- a. The term of this Agreement is from \_\_\_\_\_, to \_\_\_\_\_.
- b. Termination of this Agreement may be effected by either party upon completion of performance under the terms of the Agreement.
- c. The terms of this agreement may be modified in writing signed by both parties.

**FACILITY**

**UNIVERSITY**

By: \_\_\_\_\_  
Supervisor (print name)

By \_\_\_\_\_  
Dr. Laura Hill  
Exercise Science Internship Coordinator

\_\_\_\_\_  
Supervisor (signature)

By \_\_\_\_\_  
Dr. Lynn Ridinger  
Chairperson, Human Movement Sciences

Title \_\_\_\_\_

Date \_\_\_\_\_

By \_\_\_\_\_  
Dr. Margaret Shaeffer, Associate Dean  
Darden College of Education

Site Mailing Address:

\_\_\_\_\_

By \_\_\_\_\_  
Jim Duffy  
Associate Vice President for Academic Affairs

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_