

University of Hawai'i - West O'ahu

MEMORANDUM OF AGREEMENT FOR PRACTICUM

I, _____, of _____,
name of site supervisor name of organization

hereby agree to serve as a Practicum supervisor of _____
name of practicum student

for the period (mm/dd/yy) _____ to _____.

I/We agree to the following:

1. Within the period specified above, provide a minimum of 120 hours of supervised training and experience per student.
2. Orient students to and familiarize them with the following functions: _____

3. Require students to achieve the following objectives: _____

4. Require students to complete the following tasks: _____

5. Communicate with the faculty regularly regarding each student's progress.
6. Inform the faculty in a timely matter if/when problem or difficulties arise.
7. Provide the faculty with two completed Practicum Supervisor's Evaluation forms for each student's performance, one at mid-point and the other at the end of the Practicum period.
8. Other: _____

Signature of Supervisor

Signature of Faculty

Date

Name of Organization

Signature of Student

Date

Date