

## **SOCIOLOGY INTERNSHIP AGREEMENT for Fall\_\_\_\_\_or Spring\_\_\_\_\_**

Internships for Sociology majors are supervised placements in human services, education, or criminal justice agencies in the community. Sociology interns will contribute time and effort in return for practical experience.

### **COURSE OBJECTIVES:**

The course objectives for students are as follows:

- To provide the Student with practical experience and skills (1) necessary to be an effective employee in criminal justice, law enforcement, or human services settings; or (2) to pursue admission into a graduate program in sociology, social work, or criminal justice.
- To provide the Student with an opportunity to apply the knowledge gained from sociology courses to real life agency settings.

### **COURSE REQUIREMENTS;**

The course requirements are as follows:

- The Student will locate a suitable agency and will enter into this **Sociology Internship Agreement** with the agency.
- The Student will complete at least 120 hours of internship experience in an agency setting. The Student will record the number of hours spent in internship activities on a **Time Log**. The agency supervisor should sign a **Time Log** weekly. The Student shall submit the **Time Logs** to the course instructor at the intervals specified in the course syllabus.
- The Student will keep a **Journal** of activities, impressions, and reactions to the internship experience. The **Journal** shall be well written, edited, typed, and adhere to the guidelines outlined in the course syllabus.
- The Student shall prepare a **Student Evaluation of the Internship Experience** and deliver this evaluation to the course instructor upon completion of the internship.
- The agency supervisor shall complete the **Internship Final Review** and return it to the Student in a sealed and signed envelope. The Student will deliver the sealed and signed envelope containing the **Internship Final Review** to the course instructor upon completion of the internship.
- The Student must comply with the requirements of the agency as to any application for the intern position (in some cases possibly including a background check or fingerprinting), attendance, punctuality, appearance, behavior, and confidentiality.

### **INTERNSHIP POLICIES:**

To earn a grade of "Pass," (1) the Student must complete all of Student's obligations set forth in the above-described course requirements, and (2) the **Internship Final Review** must indicate that the Student satisfied or exceeded the agency's expectations in connection with the internship.

Student acknowledges and agrees that the course supervisor may, without prior notice or hearing, remove Student from the internship and/or from the Sociology Department if, in the professional judgment of the course supervisor, Student's activities as an intern disqualify Student from participation in the internship and/or from participation in the Sociology Department. Student further acknowledges and agrees that the course supervisor may, without prior notice or hearing, remove Student from the internship upon the request of the agency.

While Student is performing activities as an intern pursuant to this Agreement, the Student will not be considered an agent, employee or representative of the agency. Nothing in this Agreement shall be construed as a waiver, express or implied, of any rights, immunities or benefits set forth in the Colorado Governmental Immunity Act, CRS 24010-101, *et. seq.*, as now or hereafter amended, or the risk management statutes, CRS 24-30-1501, *et. seq.*, as now or hereafter amended.

**STUDENT**

**Name and Address:** \_\_\_\_\_ (Please print)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ / \_\_\_\_\_ (date)

**AGENCY**

**Name and Address:** \_\_\_\_\_ (Please print)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Agency Supervisor  
Signature** \_\_\_\_\_ / \_\_\_\_\_ (date)

**ADAMS STATE COLLEGE**

**Course Instructor:** Stephanie Hilwig, PhD  
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**Phone:** 719.587.7845  
**Fax:** 719.587.7176  
**Address:** Department of Sociology, Adams State College, 208 Edgemont Blvd., Alamosa, CO 81102

**Course Instructor  
Signature** \_\_\_\_\_ / \_\_\_\_\_ (date) *revised 1/2006*