

Pitt Community College
Work-Based Learning Agreement/Release Statement Terms and Conditions

In consideration of the mutual benefits of the Work-Based Learning ("WBL") Program, the College, the Site, and the student agree as follows:

STUDENT: Agrees to develop well-planned, measurable learning objectives in conjunction with the Faculty Coordinator and the Site in relation to the goals of his/her instructional program. Student also agrees to abide by the College's WBL rules and regulations and those of the Site and to immediately report to their Faculty Coordinator any problems occurring on the job or changes in job duties and/or responsibilities. Further, the student grants permission for the Site to discuss the student's progress with the Faculty Coordinator.

RELEASE AGREEMENT

I understand that I have been accepted as a student for a Work-Based Learning experience. The work and learn partnership will involve Pitt Community College and an approved WBL site. I acknowledge that the College will assume no financial responsibility in the event of any accident or illness suffered by said student as a result of the student's educational activities while enrolled in the Work-Based Learning Program at Pitt Community College. I also understand that I am personally responsible for seeing that arrangements are made through personal insurance or private funds to cover costs incurred for the medical, surgical, or emergency treatment of an accident or illness suffered while involved in the Work-Based Learning partnership between the College and the Site. The presence of the student's signature on this form acknowledges that the student understands the information stated in the release agreement. ***This agreement must be signed at the time of the initial enrollment in the Work-Based Learning Program.***

CONFIDENTIALITY AGREEMENT STATEMENT

All Pitt Community College Work-Based Learning students are expected to comply with the participating Work-Based Learning organization's policies and procedures regarding confidentiality. Some Work-Based Learning sites may even require that you sign a confidentiality statement. In signing my name below, I agree that I will not divulge any confidential information acquired as a result of my work Work-Based Learning.

WBL Student Signature: _____ **Date:** _____

SITE: Agrees to provide the student with a supervised progressive work experience, assist the student in developing SMART measurable learning objectives, provide orientation regarding company rules and regulations, as well as inform student of company expectations. The Site further agrees to assure a safe and healthful working environment. The Site will evaluate the student's progress two times during the semester and confirm time reports reflect accurate hours worked. Site further agrees to provide the student with a supervisor that is not related to the student. *NOTE: Pitt Community College does not conduct criminal background checks or drug testing.*

Site Supervisor Signature: _____ **Date:** _____

COLLEGE: Agrees to assign a Faculty Coordinator to assist the student in developing SMART Measurable Learning Objectives and make periodic contact with the Site. Faculty Coordinator will also determine a grade for the completed Work-Based Learning experience and award College credit based on the student's job performance and completion of required reports.

Faculty Coordinator Signature: _____ **Date:** _____