

## Employer Role Agreement Form

I, \_\_\_\_\_, a representative of

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Agree to:

- Complete all forms needed by the College of Engineering.
- Notify the Career Services Specialist if problems arise with the co-op experience.
- Provide the student with meaningful learning experiences related to his/her academic program or career field.
- Give feedback to the student to enable him/her to learn.
- Ensure that the student will be treated as an employee during their tenure with your company.
- Consider students on an equal opportunity basis.
- Pay a fair wage for a student's experience and education.
- Provide supervision to the student.
- Cooperate with site-visits by College of Engineering staff during student appointments.
- Develop a co-op description.
- Arrange for the student to have a designated work space.
- Hire the student for a minimum of 10 weeks.
- Properly train the student for the work tasks and conditions.
- Notify the Career Services Specialist of staffing changes that will directly impact the student's experience (i.e. supervisor).
- Provide diversified assignments for the student to experience a variety of skills.
- Allow the student to write about his/her experience at your organization with a moderate level of detail.
- Support and enforce the academic standards required to participate in the program as defined by the College of Engineering.

By signing this document, you are agreeing to the terms described above for your organization.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Organization \_\_\_\_\_