

Practicum Agreement Form

_____ is proposing to conduct research in the form of a practicum
(Graduate Student Full Name)

that supports the completion of a Master of Science degree in _____ with a
(Network technology or Technology Systems)

concentration in _____. The student understands that this practicum is in lieu of a Thesis option or the Non-thesis option with comprehensive exam. The graduate student has requested

that _____ serve as their Practicum Committee Chair for this practicum.
(Graduate Faculty Member's Full Name)

The graduate student is proposing the following project for their practicum:

Proposed Practicum Title: _____

Brief Description of Proposed Practicum: _____

It is anticipated that the proposed practicum will require approximately _____ hours of on-site activities and will be conducted at the following location: _____

(Company name and location)

The timeframe for these onsite activities will begin _____ and the onsite activities

(expected beginning date)

should conclude on or about _____.

(expected end date)

This practicum will be performed as a requirement for degree listed above and under the supervision of the Practicum Committee Chair and the onsite supervisor.

The Student Agrees to:

- ☐ Complete all planned project activities as approved by both the Practicum Committee Chair and the On-site Supervisor and will do so in the proscribed manner following the standards of professional practice set by the on-site supervisor.
- ☐ Once all on-site activities are complete, the student will contact both the Practicum Committee Chair and the On-site Supervisor that all activities are complete.

Signature: _____ Date: _____
(Graduate Student's Signature) (date)

Graduate Student's Phone: _____ Email: _____
(Graduate Student's Phone) (Graduate Student's Email)

As the Onsite Supervisor, _____ agrees to:
(On-Site Supervisors full name)

- ☐ Provide on-site supervision for the proposed practicum.
 - ☐ Provide appropriate space and access to the graduate student for the purpose of completing the proposed practicum.
 - ☐ Make clear to the graduate student what the expectations are regarding their conduct and resource access while on-site.
- ☐ When appropriate, advise the Practicum Committee Chair on the graduate student progress on-site.

On-site Supervisor's Signature: _____ Date: _____
(Onsite Supervisor's Signature) (date)

On-Site Supervisor's Phone: _____ Email: _____
(Onsite Supervisor's Phone) (On-Site Supervisors Email)

As the Practicum Committee Chair, _____ agrees to:
(Practicum Chair's full name)

- ☐ Evaluate proposed practicum onsite activities and make appropriate recommends to the graduate student and on-site supervisor to help ensure a safe and successful practicum experience.
- ☐ Provide liaison between the on-site supervisor, the graduate student, and the practicum committee where appropriate.

Practicum Chair's Signature: _____ Date: _____
(Practicum Chair's Signature) (date)

Practicum Chair's Phone: _____ Email: _____
(Practicum Chair's Phone) (Practicum Chair's Email)

NOTE: This practicum may be terminated at any time by the on-site supervisor or the University upon written notification to all parties involved.