

Internship (CREDIT) Agreement for RISD Students and Internship Sponsors

STUDENT AGREEMENT

In consideration for the opportunity to participate in an internship, I agree to the following:

1. To fulfill all requirements of the internship position as established by the department Internship Advisor and the organization Internship Supervisor.
2. To IMMEDIATELY report any problems to the department Internship Advisor.
3. To hold RISD, its trustees, officers, employees, and agents harmless against any and all liability including claims, demands, costs, reasonable attorney's fees and litigation expenses for bodily injury and/or damage to property which shall be imposed by law against RISD, its trustees, officer employees and agents as a result of my internship participation.

I understand and acknowledge that I am not an employee, an official or an agent of Rhode Island School of Design (RISD) by reason of my participation in an internship. As any person having an educational internship with this organization, I understand that I will not be covered by the organization's insurance policy.

To provide for the possibility that I am injured or injure someone while in the internship, I understand that it is prudent to acquire health or accident insurance for injuries to myself and to acquire liability insurance to protect against claims by other persons that I may injure.

NOTE: I may request withdrawal from an internship by notifying the department Internship Advisor and the Department Head. Normal course withdrawal policies apply.

I understand that during fall, spring or summer, it requires a minimum of 100 hours or approximately eight hours per week. Wintersession internships require a minimum of eighteen hours per week (minimum of 100 hours total).

I have carefully read and understand the above Internship Agreement as it applies to me. I certify that I am eighteen (18) years of age or older.

INTERN SPONSOR AGREEMENT

Internship organization expectations:

- It is agreed that the internship organization will refrain from offering the student employment that would interfere with or terminate the student's education at RISD.
- It is agreed that the internship organization will comply in every respect with all applicable State and Federal statutes and the Equal Employment Opportunity has been, and will continue to be, a fundamental principle at RISD as well as the Internship Organization, where employment actions are based upon personal capabilities and qualifications without unlawful discrimination because of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation, gender identity or expression, genetics, or any other protected characteristic as established by law.

Student Safety:

1. Insure that work conditions are safe and that the student works in a safe manner.
2. Inform student in advance of any potential personal health or safety risk that may be inherent at the internship site. (This could include such risks as hazardous chemicals or materials, driving on behalf of the organization, safety of the location/neighborhood, security of the building, etc.)
3. PERSONAL PROTECTIVE EQUIPMENT (*In Internship sites which present exposure to hazards*): Make available to the student, for use at the internship site, all personal protective equipment, including gloves, masks and other supplies necessary to comply with health and safety laws and regulations, as appropriate to the student's internship participation.
4. ACCIDENTS: Notify Student's Department Head (listed below), as soon as practicable, of any accident or exposure to generally harmful conditions or medical treatment of any student while at the internship site.

Internship Termination:

- It is agreed that there will be a one week trial period where either the intern or internship organization has the option to terminate this agreement for any reason. Issues should be reported to the Department Internship Advisor and Organization Supervisor.
- It is agreed that if the internship is terminated after the one week trial period the student will receive no credit. If the internship is terminated within the add/drop period of the semester the student will be allowed to enroll in another course if available.