Idaho State University
Career Path Internship (CPI) Agreement

Please complete and return with PARTS form at least one week prior to student start date.

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Program Information

- The purpose of this program is to provide opportunities for the University to employ students on campus in positions concomitant with their academic and professional interests.
- This program enhances student success since students employed on campus and those that work closely with faculty are more likely to persist and excel academically.
- Allocations are made on a fiscal year basis.
- If a student leaves, graduates, or is termed, please notify the Career Center.

Program Requirements

- Brief job descriptions/goals for each intern will be submitted at the beginning of the internship.
- Interns will be employed in positions that are related to their major/career ambitions and supervised by appropriate faculty or staff.
- Interns will be employed up to, but not exceeding, 20 hours per week.
- A fair and equitable selection process will be identified and promulgated by the hiring department.
- The 2013-2014 CPI begins the first week of July 2013.
- Student hourly rates are $8 for undergraduate, $10 for graduate, $12 for doctoral. Departments may supplement this if desired.
- **Students must meet one of the following criteria (please check appropriate box):**
  - Enrolled in a minimum of 6 credits
  - Enrolled in one or more Thesis credit(s)
  - Enrolled in one or more Dissertation credit(s)

Student Name: ____________________________
Department: ________________________________
Brief job description/goal for the intern: _____________________________________________

*PARTs form & CPI Agreement MUST be processed before student begins.

I acknowledge and submit to the above terms of the CPI program.

Department Supervisor name: ___________________________ Signature: ___________________________ Date: ____________

Department Head name: ______________________________ Signature: ___________________________ Date: ____________

UBO or Fiscal Officer name: ___________________________ Signature: ___________________________ Date: ____________

Dean name: _________________________________________ Signature: ___________________________ Date: ____________

Idaho State University Career Center - Career Path Internship - Campus Stop 8108