STUDENT ORIENTATION CONTRACT AND ACKNOWLEDGEMENT

I do attest that I have read and understood the terms of my field study agreement between the University of Nevada, Reno and the organization I will be interning with. I have attended the mandatory orientation, as required by the university. The terms of my internship as agreed upon for this course, CHS 494, include the following:

- Students will complete a public health-related 100-hour unpaid internship with clear outcomes and objectives.
- Independent research, observation, and job shadowing are NOT allowed.
- Filing, data entry, and other office tasks are allowed, but should not account for more than 10% of your time.
- Coursework (completing assignments, creating the project film, etc.) does NOT count towards the 100-hour requirement.
- You must NOT be paid for your internship.
- A friend or relative CANNOT supervise you.
- The time log should be filled out for each day that is worked with a description of the work done in order to provide full liability coverage for the hours worked.
- Students CANNOT begin internship hours until all documents have been signed and submitted to the CHS front office.
- Students are NOT covered by the university liability insurance until ALL paperwork has been submitted to the CHS front office.
- Students are only covered by the university liability insurance during the LOGGED DATES AND HOURS that they have worked.
- Students are responsible for adhering to the policies and procedures of the agency including, but not limited to, internet use, photography waivers, confidentiality of personal health records and/or research.

All of the terms of the internship will be followed. All paperwork to be filled out by supervisors will be authentic and forgery of hours or evaluations will not be tolerated. **If fraud should occur, the student will receive an F in the course and will be reported to the university for academic dishonesty, with appropriate consequences up to being terminated as a University of Nevada, Reno student.**