

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

COMMUNITY SERVICE LEARNING/WORK EXPERIENCE AGREEMENT

CUYAMACA COLLEGE
900 Rancho San Diego Parkway
El Cajon, CA 92020
(619) 660-4000

GROSSMONT COLLEGE
8800 Grossmont College Drive
El Cajon, CA 92020
(619) 644-7000

CHECK ONE BOX ONLY:

- ☐ **Community Service Learning** – Students provide service to a community-based organization or school that meets a predetermined public need and relates to college coursework or career goals.
- ☐ **Work Experience** – Students work in a private or public organization to gain professional skills related to college curriculum and/or their desired career.
- ☐ **ROP Student** - All parties participating in this agreement with an ROP student have a clear understanding of this program and are willing to participate according to the Title 5 California Administrative Code Guidelines Sections 10080 through 10111.

Instructor's Name	Subject	Number	Section #	Units	Semester/Year

Student's Name

Cooperating Agency

Date

1. The Cooperating Agency agrees to provide the student an opportunity to learn and perform within the framework of its operation without regard to race, age, color, national origin, sex (including sexual harassment) or handicap (including disability).
2. For purposes of qualifying for college credit the Cooperating Agency agrees to provide:
 - a. A verification of the hours worked per week for the semester.
 - b. A rating of the student's performance on the job. (form provided)
 - c. The Cooperating Agency reserves the right to release any student during the semester. Should this occur, the College will be notified immediately.
3. The Grossmont-Cuyamaca Community College District will furnish commercial general liability and workers compensation insurance coverage for the students while participating in the Work Experience Program and actually working for the Cooperating Agency.
4. The College may drop a student for failure to meet minimum scholastic or behavioral standards. The Cooperating Agency will be notified immediately should this occur.
5. The College staff will meet at least twice a semester with the Cooperating Agencies and with the students at the work site.
6. Students working full-time, who desire credit for a portion of their regular work week, should contact the appropriate administrator for special clearance. Agency verification of extraordinary assignment and training will be required.

HOLD HARMLESS AGREEMENTS

The District shall agree to defend, indemnify, protect, and hold harmless the Cooperating Agency, its officers, agents, and employees against any and all losses, injuries, claims, actions, judgments, and liens which arise from or are connected with the acts or omissions of the District, its officers, agents, and employees.

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TRAINING PLAN

All training experiences shall be in accordance with the student's training plan which includes occupational goals and objectives and duration of training for attainment of each competency.

The student is required to state occupational goals and job objectives in the space below. They should be SPECIFIC, ATTAINABLE, and MEASURABLE, and may be revised at anytime during the semester.

The final goals and objectives as agreed upon by the student and instructor are attached to this document.

PLEASE PRINT

It is agreed that _____
Cooperating Agency

Contact Person Phone Number

Address

shall assign _____
Name of Student

for purposes of providing work experience as part of the student's college training. The student shall be assigned for an average of _____ hours per week. In order to receive credit the students must successfully complete the assignment as agreed.

STUDENT _____
Signature Date

COOPERATING
AGENCY _____
Signature Date

INSTRUCTOR _____
Signature Date

DISTRIBUTION BY INSTRUCTOR: White copy - College Pink copy – Cooperating Agency Yellow copy - Student