

MEMORANDUM OF UNDERSTANDING

Introduction

This agreement establishes a basis for mutual understanding between Whitetail Veterinary Service PLLC dba- Edu-Vet Pet Hospital at Roscoe and Edu-Vet Bovine Reproductive Services at Roscoe, and Roscoe Collegiate ISD in the implementation of the internship concept as joint partners in this relationship.

Objective of Internships

This internship is designed to strengthen a student's job skills by integrating education with closely related practical work experiences.

Responsibilities of Roscoe ISD:

Roscoe Collegiate ISD assumes overall responsibility for consultation with Edu-Vet Pet Hospital at Roscoe and Edu-Vet Bovine Reproductive Services at Roscoe and interns on objectives, agreements and other job-related tasks. Roscoe Collegiate ISD is available to the student intern in an advisory capacity with respect to assisting the student intern to achieve the stated objective of the internship. The role of the Roscoe Collegiate ISD involves:

1. Conducting an individual pre-placement orientation and introducing the student intern to the nature and purpose of the internship.
2. Orienting and introducing the company supervisor to the purpose and objectives of the internship.
3. Consulting with the company supervisor and student intern on a regular basis regarding the student intern's performance.
4. Assuming responsibility for the removal of a student intern from the internship setting, whenever necessary.

Responsibilities of Edu-Vet Pet Hospital at Roscoe and Edu-Vet Bovine Reproductive Services at Roscoe:

It is the responsibility of the employer to provide direct on-the-job supervision of the student intern that includes the following:

1. Orienting the student intern to the company's structure and operation.
2. Orienting the student intern to the company's policies and procedures regarding appropriate dress, office hours.
3. Introducing the student intern to the appropriate professional and clerical staff.
4. Providing the student intern with adequate resources necessary to accomplish job objectives.
5. Assigning and supervising the completion of tasks and responsibilities that are consistent with the student intern's role in the company.
6. Consulting the school district in the event that the supervisor becomes aware of personal, communication or other problems.
7. Providing regular supervisory conferences with the student intern.
8. Participating in joint and individual conferences with the student intern and Roscoe Collegiate ISD regarding the student intern's performance.
9. Submitting an evaluation on the student intern's job performance.

ACCPETED AND AGREED:

John Dedwylder D.V.M.
Representative Name (Printed)

Signature

3/20/2018

Date

Kim Alexander, Ed. D.
Representative Name (Printed)

Signature

3/20/2018

Date