

Internship Model Contract

Date _____

Student's Name _____

NGO _____

Mission/Emphasis shared by Student and NGO:

Person named to serve as "Buddy" and Interpreter from NGO staff to work with Student: _____

From (Date) _____ To (Date) _____

Hours/Day _____ Days/Week _____ to be worked

Skills/Contributions that the Student will make to the NGO:

Needs/key desires of the NGO:

Student Expectations re: what will be Gained (e.g. Skills acquired; Cultural Exposure)

Type of Visa to be applied for:

Student Visa (Student will not be paid; learning in language and/or Culture to be provided through Internship)

Entry Visa (Student will be Paid; must specify "Internship")

Note: Under no circumstances should student come on a tourist visa, as this presents a great risk to the NGO.

Progress Reports and other information (and their frequency) to be provided by the student to the NGO and to his/her home institution

Information to be provided by the NGO to student's home institution

Units to be awarded _____; basis for grade to be awarded

How will orientation be handled? (covering physical and social issues, such as eating out, no alcohol; time to return to residence, etc)

Housing arrangements

How will food, local (personal) travel costs etc. be handled?

How will field work costs be handled? _____

AIIS can provide:

- o List of Vetted NGOs for Student to Contact
- o Student Visa (if Internship is not remunerated)
- o Assistance with Housing Arrangements
- o Medical Evacuation Insurance at \$5.25 per month paid by Student
- o Assistance for Students who encounter significant problems