

DATE:

HOST ORGANIZATION:

(the "Host Organization")

PRIMARY CONTACT:

**Re: Work Integrated Learning Agreement between the Board of Governors of Grant MacEwan University  
("MacEwan University") and the Host Organization**

**Student Information:**

Student Name:

MacEwan University Supervisor:

Program:

Course Name and Number:

**Placement Information:**

Supervisor Name:

Supervisor Title:

Address:

Phone Number:

Start Date:

End Date:

Postal Code:

Email:

**Applicable Course Learning Outcomes:**

(Attach a separate page if required.)

**Supervision and Evaluation Requirements:**

(Attach a separate page if required.)

The Host Organization agrees to provide a Work Integrated Learning placement in accordance with the following:

The Host Organization will provide any specific policies or procedures which apply to the Student as part of the Work Integrated Learning placement, to MacEwan University in advance so MacEwan University can properly advise the Student. At all times, the Student is required to abide by all MacEwan University policies with respect to the Work Integrated Learning placement. During the placement, the Student remains a student of MacEwan University, regardless of whether he or she is an employee of the Host Organization.

Either party may cancel this Agreement by giving 30 days' written notice to the other party. If the Host Organization determines that the Student has acted in a way that compromises the safety or security of its staff, patients or members of the public, this Agreement may be cancelled immediately upon notice (including the reasons for termination) to MacEwan University. MacEwan University reserves the right to remove the Student from the placement at any given time without notice.

MacEwan University is responsible for any negligent acts or omissions by its students or instructors; the Host Organization is responsible for any negligent acts or omissions by its employees, contractors, or representatives. MacEwan University students attending placements within Alberta are covered by the *Workers Compensation Act*; coverage for placements outside of Alberta should be confirmed with MacEwan University prior to the commencement of a placement. All information provided by one party to the other pursuant to this Agreement is subject to the *Freedom of Information and Protection of Privacy Act* (Alberta).

The Host Organization understands the Work Integrated Learning placement is a learning opportunity for the Student and will support the Applicable Course Learning Outcomes listed above. In addition, the Host Organization agrees to provide the Supervision and Evaluation Requirements listed above.

This Agreement is effective as of the date specified above, and is executed by persons duly authorized to enter into such agreements.

**THE BOARD OF GOVERNORS OF GRANT  
MACEWAN UNIVERSITY**

**HOST ORGANIZATION**

\_\_\_\_\_  
**Name:**

**Title:**

\_\_\_\_\_  
PLEASE SIGN

**Name:**

**Title:**