

Affiliation Agreements	Procedure Number	654
	Effective Date	February 1, 2019

1.0 PURPOSE

An affiliation agreement is a written document stating the responsibilities and privileges of both parties, which is used for students in off-campus educational experiences.

2.0 REVISION HISTORY

Adopted on:
 July 1993
 Revised on:
 September 2014
 January 2019

3.0 PERSONS AFFECTED

Students and employees

4.0 DEFINITIONS

5.0 PROCEDURES

Agreements should state the responsibilities and privileges of both parties. Affiliation agreements should be obtained for internships, externships, practicums, co-ops, clinical experiences, or other types of off-campus educational experiences required of students in the course of fulfilling their educational objectives. Observational experiences do not require written agreements but are recommended.

The official signatory for the College will be the Chancellor.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s):	PTC Board of Trustees	July 1993
Ratified by:	UA-PTC Policy Review	January 2019
Recommended by Chancellor (Signature)	Margaret Ellibee	February 1, 2019
UA Policy Alignment		

