STUDENT AGREEMENT FORM - United Methodist Internship or SPM Placement

## **DIRECTIONS**

Use the Tab key to navigate from field to field. Text fields will expand as you type. Help for some fields is available on the status bar or by pressing F1. Please complete the form, save it to your drive, print it, obtain all necessary signatures and distribute copies to: Student, Supervising Pastor, Chairperson-Pastor/Parish Relations Committee, UDTS Director of Field Education.

This is an agreement between      , a student in the Theological Seminary of the University of Dubuque, and       United Methodist Church of      , with the approval of the Supervising Pastor and the Office of Field Education of the Theological Seminary.

The Pastor-Parish Relations Committee of the above Church, being satisfied with the qualifications of      , and desiring that he/she shall enter into a student internship or SPM relationship, proposes the following:

1. That the relationship shall begin on       (date).
2. That the student agrees to spend       . (Please specify hours, days or specific days.)
3. That for his/her services the student will receive:

Housing $      Auto Allowance $

Salary $      Pension/Insurance $

Utilities $      Other (please specify)

Vacation      days with pay

1. That the student recognizes the Field Education Office of the Theological Seminary as his/her academic agency in connection with this work.
2. That the student is otherwise responsible to the Supervising Pastor and the Pastor-Parish Relations Committee and specifically to       (usually the Chairperson of the Pastor-Parish Relations Committee), who will supervise his/her work in the field.
3. It is understood that the student's relationship is subject to the provisions of the Book of Discipline of the United Methodist Church.
4. It is further understood that this agreement recognizes this relationship as an integral part of the student's seminary training.

 **Signatures**

*Student Date*

*Supervising Pastor Date*

*Chairperson, Pastor-Parish Relations Committee Date*

Agreement approved by the Administrative Board of the United Methodist Church on       (date).

*UDTS Director of Field Education Date*

 Revised 05/2010