DIY EXTERNSHIP AGREEMENT FORM

Step two: complete and turn in to the CCPD **BEFORE** you submit the DIY Externship Application

Name of alum hosting the workplace externship: _______________________________  
(Please Legibly Print Alum Legal Name)

I ________________________________, affirm the following:  
(Please Legibly Print Student Legal Name)

______ (initial) The student and alum have discussed and agreed to the basic content of the worksite externship opportunity.

______ (initial) The student and alum have discussed and agreed **on the timing and duration** of the externship.

______ (initial) The student and alum have discussed and agreed upon the housing arrangement (homestay) during the externship.

______ (initial) The student has secured housing for the **entire duration** of the externship opportunity.

______ (initial) If the student is not staying with the alum hosting the workplace externship, the student and alum have discussed and agreed to ways to ensure that they share porch time during the externship.

Signature: ________________________________  
Date: ________________________________

COMPLETE AND TURN IN TO RICHARD SYLVESTER AT THE CCPD