

UNIVERSITY OF PUERTO RICO
MAYAGÜEZ CAMPUS
COLLEGE OF AGRICULTURAL SCIENCES
MAYAGÜEZ, PUERTO RICO

COOPERATIVE EDUCATION WORKING AGREEMENT

Program Objectives:

The objectives of the work-study agreement is to provide Agricultural Sciences students with an integrated program of work and training benefit sought by both HACU and the College of Agricultural Sciences of the University of Puerto Rico in an effective and efficient system for developing highly-qualified professional in agricultural sciences.

Administration of the Program:

HACU and the Cooperative Education Office of the College of Agricultural Sciences will work closely together to insure maximum program effectiveness. Both the cooperating agency/firm and the University will designate a Coordinator who will be the primary contact for all matters involving the combined program. The Coordinators, in addition to seeing that the provisions of this agreement are followed, will also confer periodically regarding any new problems, changes, or arrangements that may be deemed necessary as the program develops. Subsequent arrangements will be based on their mutual agreement on what actions are required.

Selection and Eligibility:

Potential participants may be recommended by the cooperating industry but the initial screening and selection will be done by the University Cooperative Education Program Office. Candidates must be acceptable to both the cooperating agency/firm and the University. Those students recommended by the University Cooperative Educational Office will be further screened by an official of the cooperating agency/firm.

The cooperating agency/firm will place requests for Student Trainees with the school as far in advance as possible to meet the need for students. Each request will identify the academic major and the approximate date the student is to begin his work period. The work periods will normally coincide with the University's academic periods. The School will recommend student trainees for employment who meet the requirements in the request and the criteria as stated in this agreement.

All applicants will be considered for employment without regard of race, creed, color, sex, or national origin. However, only U.S. citizens or residents can be considered.

The pattern of work and study will alternate on a rotating basis with alternate periods of work and study designed to conform to the semester or Summer of the academic calendar of the University.

Work Assignment Procedure:

Initial work assignment at USDA / Agricultural Research Service West Virginia will recognize the student's level of academic attainment, and progressively more responsible assignments will be made for each subsequent work period. In addition, the assignments will be consistent with the career objectives of the student whenever possible.

The student's first two months of employment will be considered a trial period during which strengths and weaknesses are carefully observed and assessed and needed help is given as required to improve aspects of the students performance.

Promotion Procedures:

Students are eligible for selection for this program when they are officially accepted as Cooperative Education Students at the University and have completed at least their second academic year of study. They will enter a Student Trainee grade level consistent with the stage of their academic progress and will be promoted to the various higher Trainee grades as such times as they have satisfactorily completed the requirements set by the cooperating agency/firm regulations.

Quality of Work and Study for Retention:

The Coordinators will insure that the quality or both the work and the study undertaken by cooperative program participants is maintained at a level sufficient to merit continuance in the program. Specifically, students must maintain a grade point average of 2.5 or more in academic studies and must perform satisfactorily in related work assignments to remain in the program. When performance is unsatisfactory or established academic standards are not maintained, students may be removed from the program. The Cooperative Education Program office will initiate the removal action, but only after written certification of failure is received.

the cooperating agency/firm must discuss with the student any situation involving unsatisfactory performance of his/her work.

A student will not be removed from the program during a semester.

Payment and Benefits:

Student's salary will be paid according to the standards established by the agency/firm for any regular employee, but this salary will not be lower than the one required by the Cooperative Education Program Office.

The students will be considered as regular employees during their working periods.

All fringe benefits that a student is to receive will be established by the cooperating industry.

Procedures At the End of Program:

Cooperative Education service does not commit either the cooperating industry or the student to employment after graduation.

General:

This agreement becomes effective upon the date _____ and the Chancellor, University of Puerto Rico, Mayagüez, Puerto Rico, sign it. The agreement will remain in force until either party, not less than 30 days in advance, notifies the other party they wish to change, amend or cancel the agreement.

HACU

Cooperating Industry Officer

[Handwritten Signature]
Date: 5/28/96

[Handwritten Signature]

Chancellor
University of Puerto Rico
Mayagüez, Puerto Rico

Date: 6/15/96

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