

# WGST 4800A/4801A/5920A

## Practicum/Internship Student-Placement Contract

Please return this completed form to the [Institute Administrator](#) c/o the Undergraduate and Graduate Advisor.

Both the student and Placement Supervisor should retain copies for their records.

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### **Section A: To be completed by the student:**

Student's name:

Student number:

Course code:

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### **Section B: To be completed by the placement supervisor:**

Placement Organization (name and address):

Placement Supervisor name:

Placement Supervisor job title:

Contact information:

1. How will the student's placement activities be evaluated (written, verbal, etc.)?

2. How frequently will you meet with the student ?

3. Please assign days and times based on the following course requirements: students enrolled in 4800A or 5920A must work 96 hours, and students enrolled in 4801A must work 192 hours.

4. Please specify three learning goals.

5. Please describe the tasks linked to each of the specified learning goals.

6. Please indicate any other tasks students will be asked to perform during the placement.

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**Section C: To be completed by the student and signed by both parties**

I, \_\_\_\_\_ a student in the  
Practicum/Internship in Women's and Gender Studies at Carleton University and  
a placement student at \_\_\_\_\_  
agree to abide by the standards and regulations of my placement agency and  
those of Carleton University. I agree with the objectives, responsibilities, and  
evaluation structure laid out by the Placement Supervisor above. I also agree to  
ensure the confidentiality of the information to which I will have access during  
my placement, in compliance with the instructions of my Placement Supervisor.

Student's signature:

Date:

Placement Supervisor name:

Placement Supervisor's signature:

Date:

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**Section D: Approval of the Undergraduate and Graduate Advisor**

Advisor's signature:

Date: