**PRACTICUM ORGANIZATION, preceptor, and Student Agreement form**

Use this outline to draft your project description. Enter into [DocuSign](https://powerforms.docusign.net/69991a88-9a4e-4264-aa11-2d1275f1fe82?env=na3&acct=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7&accountId=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7) AFTER approved by Dr. Johnson.

|  |  |
| --- | --- |
| **sTUDENT Name** |  |
| **Student ID** |  |
| **Email address** |  |
| **phone** |  |
| **Title of Project** |  |
| **Name OF ORGANIZATION** |  |
| **aDDRESS OF ORGANIZATION** |  |

1. **Background** 
   1. Host Organization and Its Public Health Mission
   2. Preceptor’s Role in Host Organization
   3. Practicum’s Contribution & Importance to Host Organization
2. **Project Description** 
   1. Synopsis of the problem, issue or situation
   2. Detailed description of the two deliverables/products

|  |  |
| --- | --- |
| **Deliverable** | **Description** |
|  |  |
|  |  |

**Is this a research project that will require IRB approval?** (Highlight your response)

Yes No Not Sure

1. **Roles, Responsibilities, and Resources** 
   1. Roles and responsibilities of all personnel (student, preceptor, etc.)
   2. Resources needed for the project and who will provide them
2. **Communication and Scheduling Expectations** 
   1. Communication plan
   2. Schedule expectations
   3. Will you be working on-site or remotely? (Highlight your response)

*Students should make it a priority to be on-site or be present at a site as often as possible for the best experience.*

On-site Remotely Some of both

1. **Contributions to MPH Learning (competencies)**

Must demonstrate attainment of at least five [competencies](https://www.ndsu.edu/publichealth/about/mph_competencies/), three of which must be from the foundation, one from the specialization, and the 5th can be from either. Competencies will be assessed through the two submitted deliverables. NOTE: Please indicate which deliverable(s) will demonstrate each competency.

|  |  |  |
| --- | --- | --- |
| **Competency Type** | **Competency # and Description** | **Deliverable** |
| Foundation |  |  |
| Foundation |  |  |
| Foundation |  |  |
| Specialization |  |  |
| Foundation or Specialization |  |  |

1. **Timeline**
   1. Measurable objectives
   2. Realistic timeline to complete deliverables

To assure all visa requirements are followed, international students must consult with NDSU’s [*International Student and Study Abroad Services*](https://www.ndsu.edu/international/) before agreeing to accept a stipend or any form of payment for completion of the practicum.