

Internship & Career Planning Office
Federal Work Study Program Terms Agreement

This agreement is entered into between Marymount California University, hereinafter known as the "Institution," and the following Agency, hereinafter known as the "Employer," for the purpose of providing work to students eligible for the Federal Work-Study Program [FWS]. For assistance please contact 310-303-7349

Employer Information

Name of Agency

Mira Catalina Elementary School

Employer Representative

Keith Butler, Ph.D.

Street Address

375 Via Almar

City

Palos Verdes Estates

State

CA

Zip

90274

The Employer named above is classified as a

- ☒ Federal, State or Local Public Agency or
☐ Private Non-Profit Organization

Schedules to be attached to this agreement from time to time must be signed by an authorized official of the Institution and the Employer and must set forth—

1. Brief descriptions of the work to be performed by students under this agreement.
Posted on Mariner Career Connect at <https://marymountpv-csm.symplicity.com/employers/>
2. The total number of students to be employed, the hourly rates of pay, and the average number of hours per week each student will be used and the total length of time the project is expected to run.
The Internship Outreach Program Student Application Form (IOPSA-101), attached.

Statement of Agreement

The work performed by qualified students for eligible Employers participating in this program

- will not result in the displacement of the Employer's employees or impair its existing contracts for service;
- will be governed by such conditions of employment as will be appropriate and reasonable in light of such factors as type of work performed, geographical location, and educational level and proficiency of the student and any applicable federal, state or local legislation;
- will not involve the construction, operation, or maintenance of a facility to be used for sectarian instruction or for religious worship;
- will not involve any partisan or nonpartisan political activity associated with a candidate, or contending faction or group, in an election for public or party office;
- will not fill jobs that are vacant because the Employer's regular employees are on strike;
- will not include employment for the U.S. Department of Education; and
- will where possible, be related to each individual student's educational objectives and background.

Students will be made available to the Employer by the Institution to perform specific work assignments. Students may be removed from work on a particular assignment or from the Employer by the Institution, either on their own initiative or at the request of the Employer. The Employer agrees that no student will be denied work or subjected to different treatment under this agreement on the grounds of race, color, national origin, or sex. It further agrees that it will comply with the provisions of the Civil Rights Act of 1964 (Pub. L. 88-352; 78 Stat. 252) and Title IX of the Education Amendments of 1972 (Pub. L. 92318) and the Regulations of the Department of Education which implement those Acts. The Employer is considered the employer for purposes of this agreement. It has the right to

control and direct the services of the students, not only as to the result to be accomplished, but also as to the means by which the result is to be accomplished. The Institution is limited to determining whether the students meet the eligibility requirements for employment under the Federal Work-Study Program, to assigning students to work for the organization, and to determining that the students do perform their work in fact.

Transportation

The Institution and/or student will provide transportation to and from the Employer. The Employer will have no responsibility to provide transportation unless otherwise stated.

Compensation

Compensation of students for work performed on a project under this agreement will be disbursed by the Institution

Recording Work Hours

The Employer will be responsible for monitoring and documenting Time Reports, indicating the total hours worked each week in clock time sequence and containing the supervisor's certification as to the accuracy of the hours reported. Arrangements will be made to share that documentation with the Institution.

Injury

The Employer agrees to indemnify and hold harmless the Institution from and against any and all claims for property damage or personal injury or otherwise that may result directly or indirectly from the acts or omissions of the student employees while under the direction, supervision, or control of the Employer.

Employer Representative Signature:

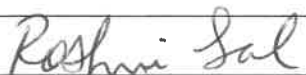
Title

Date

MCU Career Center Representative:

Title

Date

Roshni D.Lal 

Director of Career Planning & Employer Relations

10-01-2019

MCU Financial Aid Office Representative:

Title

Date

Nataly De La Pena 

Associate Director of Financial Aid