

Maryville University Social Work Program
Field Education Academic Affiliation Agreement

This ACADEMIC AFFILIATION AGREEMENT is effective Summer 2025 through Fall 2025 by and between Maryville University of St. Louis ("Maryville") and San Elizario Independent School District, a Texas independent school district and a political subdivision of the State of Texas, and for purposes of this Affiliation Agreement shall be the Social Service Agency, referenced as "Social Service Agency".

Maryville, in conferring credentials upon its social work students, must provide and certify completion of certain practical learning experiences; and the Social Service Agency recognizes the need for and desires to aid in the educational development of social work students, and is willing to permit student participation in some of those practical learning experiences in the form of an internship on its premises to the extent it is reasonable, proper, and professionally acceptable for them to do so.

Maryville and Social Service Agency agree to the following:

1. Duties of Maryville:

Prior to permitting students to engage in an internship at the Social Service Agency, Maryville will:

- a) Designate a member of its faculty as Faculty Coordinator to coordinate this Agreement with the Social Service Agency. The coordination shall include a continuing exchange of information with the Social Service Agency on progress of the program;
- b) Recommend for internship only those students who have successfully completed the majority of all necessary requirements of Maryville's Social Work program; who have knowledge and skills consistent with an ability to engage in functions associated with a Social Service Agency; and have complied with any requirements set forth by the Social Service Agency;
- c) Be responsible for orienting students to applicable policies and procedures provided by the Social Service Agency, including production of a student's criminal history record check, students' responsibilities for the cost of his/her food, transportation, clothing and medical expenses, and to such other policies, procedures, rules and regulations as Maryville deems appropriate;
- d) Advise students to maintain the confidential nature of all information which may come to them during the duration of the program;
- e) Keep all records and reports on each Student's experience.
- f) Require participating students to review the applicable Social Agency Policies and complete the Student Intern Compliance Form.

2. Duties of Maryville Seminar Instructor/Director of Field Education.
 - a) Verify in cooperation with designated Social Service Agency personnel, the appropriate experiences for students;
 - b) Guide, coordinate and evaluate students' performance at all times while students are affiliated with Social Service Agency;
 - c) Communicate with Social Service Agency personnel prior to, during, and following students' internships, to evaluate students' performance.
3. Duties of Social Service Agency:
 - a) Select students for internship opportunities according to policies and procedures set by Social Service Agency;
 - b) Provide practical learning experiences to students involved in internships;
 - c) Cooperate with the Seminar Instructor/Director of Field Education in the selection of any appropriate experiences for Students.
 - d) Provide Maryville with any applicable policies and procedures and inform the Seminar Instructor/Director of Field Education of any new applicable procedures and/or policies;
 - e) Allow students to be assigned various duties within the Social Service Agency subject to the approval and discretion of the Social Service Agency. These assignments must be under an assigned field instructor. The purpose of various assignments is to familiarize the students with all facets of department standards and operations. Social Service Agency requires that student interns follow the directions and guidelines set out by Social Service Agency's policy and ethical standards.
 - f) Students shall be treated as trainees who have no expectation of receiving compensation or future employment from Social Service Agency.
4. Immediate Removal of Student.

Social Service Agency can immediately remove a student from the internship at its sole discretion, with or without cause; however, Maryville's Seminar Instructor/Director of Field Education will be notified immediately following the removal. In addition, Maryville reserves the right to remove students from the internship at any time, for reasons related or unrelated to the internship. Maryville agrees to provide prompt notice to the Social Service Agency of any student removed from the internship.

5. Insurance.

Maryville will maintain for each student completing an internship at Social Service Agency professional liability insurance in minimum amounts of One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate. Maryville also maintains general liability insurance on an occurrence basis for Maryville students participating in internships at Social Service Agency. The limits for general liability shall be One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate. Maryville shall furnish a certificate of insurance before the beginning date of each student's internship.

6. Term and Termination.

This Agreement shall commence on the Effective Date for an initial term of two years unless earlier terminated as provided herein. Thereafter, this Agreement may be renewed for successive terms of two (2) years each upon written (email is acceptable) agreement of the parties at the time of each renewal. Notwithstanding the foregoing, either party may terminate this Agreement without cause at any time during a term by giving sixty (60) days prior notice, provided that all students currently participating in an internship shall be given the opportunity to continue such participation subject to approval of the Social Service Agency and the parties may continue to perform under the terms of this Agreement with regard to the students, until the sooner of each student's individual completion of the internship or three (3) months from the date of the notice of termination. Both parties agree to meet in person or electronically at least thirty days prior to the expiration of the initial term of this Agreement and annually thereafter to evaluate the affiliation program and to review this Agreement. In the event the parties fail to appropriately document an extension, and Maryville students continue to be accepted to complete internships, the term of this Agreement shall be deemed to be automatically extended on a day-to-day basis until terminated by either party.

8. Miscellaneous.

- a. Maryville University and Social Service Agency agree that no individual will be discriminated against on the basis of age, race, religion, creed, sex, national origin, disability, sexual orientation or veteran's status.
- b. This Agreement shall not prevent Social Service Agency from accepting students for internships from other educational institutions.
- c. Social Service Agency shall protect the confidentiality of information in Students' education records as dictated by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and 34 C.F.R. Part 99 ("FERPA").
- d. This Agreement shall not be construed to create any rights in any third-party beneficiary.

- e. Maryville and Social Service Agency are independent entities and neither shall have, nor exercise, any control over the means, manner, or method by which the other performs its obligations under this Agreement. Nothing in this Agreement is intended or shall be construed to create an agency relationship, employment relationship, or joint venture between the parties. Furthermore, neither party intends for this Agreement to alter in any way their respective rights or their legal obligations.
- f. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. This Agreement supersedes any and all prior or contemporaneous representations, negotiations, promises, covenants, or discussions between the parties relating to the subject matter herein.
- g. This Agreement may be signed in one or more counterparts including email, or by electronic signature.

Each person signing below represents and warrants that he or she is fully authorized to sign and deliver this Agreement in the capacity set forth beneath his or her signature and the parties hereto have signed this Agreement as of the date and year written below.

Maryville University of St. Louis

By:

Name:

Title:

Address: 650 Maryville University Drive
St. Louis, MO 63141

Email:

Date:

Social Service Agency

By: San Elizario Independent School District

Name:

Title:

Address: 1050 Chicken Ranch Road

Email:

Date: