

INTERNATIONAL MEMORANDUM OF UNDERSTANDING

Brigham Young University - Internships

This Memorandum of Understanding (MOU) is between Brigham Young University, an educational institution located in Provo, Utah, on behalf of itself and Brigham Young University-Idaho located in Rexburg, Idaho, Brigham Young University-Hawaii located in Laie, Hawaii, and the LDS Business College located in Salt Lake City, Utah ("educational institutions") and National Hualien University of Education

(the "Experience Provider")

located at: No.123, Hua-Hsi Rd., Haulien 970, Taiwan R.O.C.

Phone Number: (886)3-8227106

1. **INTER-INSTITUTIONAL APPLICATION:** In order to facilitate internship opportunities among the educational institutions, this MOU is intended to govern the relationship between the Experience Provider and each educational institution with respect to student interns from any of the educational institutions involved in an internship arrangement with the Experience Provider.
2. **GENERAL CONSIDERATIONS:**
 - 2.1 An internship is a cooperative program between the educational institutions and approved Experience Providers. The Experience Providers provide supervision, facilities, and instruction which help students acquire the skills and knowledge needed in their chosen field of study or occupation.
 - 2.2 This MOU is for the period agreed upon between the Experience Provider and the applicable educational institution.
 - 2.3 This MOU may be terminated by an educational institution or the Experience Provider for good and sufficient cause by providing reasonable advance written notice to the other.
3. **THE STUDENT AGREES TO:**
 - 3.1 Comply with the Experience Provider's policies and procedures.
 - 3.2 Comply with the applicable educational institution's dress and grooming standards and honor code.
 - 3.3 Enroll as an academic internship student and perform the duties indicated unless released by the applicable educational institution and the Experience Provider.
 - 3.4 Report serious problems, including safety and personnel problems, to the Internship Coordinator of the applicable educational institution and the Experience Provider.
 - 3.5 Maintain personal health insurance or student health insurance.
 - 3.6 Execute a separate Student Internship Agreement with the applicable educational institution agreeing to abide by the terms of this MOU and to perform additional duties and responsibilities as outlined in the Student Internship Agreement.
4. **THE EXPERIENCE PROVIDER AGREES TO:**
 - 4.1 Designate an individual who will serve as the liaison with the educational institutions and the student.
 - 4.2 Involve the student for the entire period of the internship as agreed unless this MOU is terminated (See 2.3 above.)
 - 4.3 Give the student the opportunity to perform a variety of tasks to acquire and practice various skills.
 - 4.4 Orient the student to the Experience Provider's rules, policies, procedures, methods, and operations.
 - 4.5 Evaluate the student's performance and notify the applicable educational institution's Internship Coordinator or Internship Office immediately, preferably by phone, of any cause of dissatisfaction with or of misconduct on the part of the student.
 - 4.6 Accept the primary responsibility for supervision and control of the student at the internship site.

5. **THE EDUCATION INSTITUTION AGREES TO:**

- 5.1 Designate an Internship Coordinator for each internship.
- 5.2 Ensure the Internship Coordinator contacts the student and Experience Provider, discusses the student's progress, and advises relative to the program of study.
- 5.3 Ensure the Internship Coordinator strives to promote harmony and cooperation between the Experience Provider, the student, and the educational institution.
- 5.4 Provide liability insurance for the student to cover damage or harm caused by the student in the amount of \$1,000,000 per student, per occurrence, \$3,000,000 in the aggregate, when this agreement is signed and returned to the Brigham Young University Office of Academic Internships.

The Experience Provider, Complete Address:

No.123,Hua-Hsi Rd., Hualien 970,Taiwan
R.O.C.

Attention:

Chang's / B

Brigham Young University Department:

Department of Linguistics
and English Language

Attention:

Marybeth Stensworth

IN WITNESS WHEREOF:

THE EXPERIENCE PROVIDER:

By:

Chih-Hsiung Ku

Administrator or Responsible Officer

Date:

BRIGHAM YOUNG UNIVERSITY:

By:

Adrienne Chamberlain

Adrienne Chamberlain, Administrative Coordinator
Internship Office

Date:

Mar. 28 '06

合約號碼_____

學院

_____系列

**國際合作協議備忘錄
楊百翰大學 — 實習事宜**

本協議備忘錄（下稱「備忘錄」）之訂定雙方分別為：

楊百翰大學，一家位於猶他州普洛佛的教育機構，代表本大學及位於愛達荷州瑞克斯堡的楊百翰大學愛達荷分院、夏威夷萊以耶的楊百翰大學夏威夷分院、猶他州鹽湖城的 LDS 商業學院（下稱「教育機構」）以及

_____國立花蓮教育大學_____（「實習提供者」），

地址 台灣花蓮縣花蓮市華西路123號，

電話號碼 +886-3-8227106

1. 校際申請：本著促進教育機構之間實習交流的宗旨，本備忘錄特此規範實習提供者與派遣實習生參與其實習安排之教育機構間的關係。
2. 一般事項：
 - 2.1 實習乃教育機構與認可之實習提供者間的合作計劃。實習提供者負責監管、設施及指導，幫助學生掌握所選研究或職業發展領域所必須的技能及知識。
 - 2.2 本備忘錄於實習提供者與相關教育機構商定之實習期間內有效。
 - 2.3 本備忘錄可由教育機構或實習提供者以充分、合理的理由，於適當時限內提前向對方提交書面通知而終止。
3. 實習學生須同意：
 - 3.1 遵守實習提供者的規章制度及程序。
 - 3.2 遵守相關教育機構的著裝標準及誠信準則。
 - 3.3 以學院實習生身份註冊並履行明示的義務，相關教育機構和實習提供者予以免除的除外。
 - 3.4 向相關教育機構和實習提供者的實習統籌報告重要問題，包括安全及個人問題。
 - 3.5 持續購買個人醫療保險或學生醫療保險。
 - 3.6 與相關教育機構簽署單獨的《學生實習協定》，遵守本備忘錄條款規定，並履行《學生實習協定》中載明的其他義務和職責。
4. 實習提供者須同意：
 - 4.1 指派一名連絡員，負責與教育機構和實習學生進行聯絡。
 - 4.2 安排學生參與商定實習期間的完整實習，除非備忘錄終止（請參閱上述第 2.3 款）。
 - 4.3 為學生提供完成各項任務的機會，掌握並熟練各項技能。
 - 4.4 向學生介紹實習提供者的規章制度、程序、方法及運行模式。
 - 4.5 評估學生的表現，並即時以適當的方式（最好透過電話），向相關教育機構的實習統籌或實習辦公室，通知學生方面任何引起不滿的原因或其不當行為。
 - 4.6 承擔在實習地點監督和管理學生的主要責任。
5. 教育機構須同意：
 - 5.1 為每次實習指派一名實習統籌。

- 5.2 確保實習統籌與學生和實習提供者保持聯絡，討論學生的實習進展，並提出學習計劃的相關建議。
- 5.3 確保實習統籌致力於促進實習提供者、學生與教育機構的和諧與合作。
- 5.4 本協定簽署並寄返楊百翰大學學院實習辦公室後，將為學生提供責任保險，包括由學生引起的損失或傷害，保險金額為每人每次 1,000,000 美元，總計 3,000,000 美元。

實習提供者的完整地址：

台灣花蓮縣花蓮市華西路123號

見證人：黃裕榮

楊百翰大學系別：

Linguistics and English Language

見證人：Marybeth Lakensworth

茲證明：

實習提供者：

簽署人：古智南

管理人或負責人

簽署日期：

楊百翰大學：

簽署人：Laurie J. Wilson

大學學院實習部主任 Laurie J. Wilson

簽署日期：Mar. 28 '06

BYU 學院實習辦公室；130A B-34，Provo，Utah 84602；801-422-3337；電子郵件：
laurie_wilson@byu.edu