LfSci 399R  
Student Intern Checklist

**Before you go**

1. **Read the Syllabus:** Be aware of all of the requirements that the class requires of you.
2. **Fill out the Student Application Form**
3. **Fill out the Internship Information Form:** Fill it out (giving us your information and your provider’s/supervisor’s information), and sign/agree to do what the Internship Agreement requires you to do.
4. **Fill out the Master Agreement Form:** If your provider/supervisor has never had BYU students before, the employer will need to fill out and sign this form and send it to us.
5. **Fill out the Internship Grant Form:** Apply for travel money.
   - A. If you receive a grant you will be contacted to come to 380 WIDB and fill out the Grant Award form.
   - B. If you don't receive a grant you will also be notified
6. **If the internship is approved, you will be notified by e-mail to fill out the online IRAM form unless you are working through the Kennedy Center. When that form is completed and approved by the Internship Coordinator, you will be cleared to register for the class.**
7. **Attend an orientation meeting with the Internship Coordinator.**

**During**

Make sure to let us know if there is anything we can do for you. Work hard; represent yourself and BYU by obeying the Honor Code. Get a start on your portfolio.

**After internship**

Complete and turn in your portfolio by 5:00 pm on the last Reading Day. Bring/email/fax to Life Sciences Student Services (380 WIDB). Complete the Intern Evaluation Survey online that will be e-mailed to you.
**Life Sciences 399R**

*Credit Hours: v1-6*

**Faculty:** Dr. Shauna C. Anderson Young, Ph.D.

**Office:** 380 WIDB

**Office Hours:** 8 a.m.- 5 p.m.

**Office Phone:** 801-422-3042

**Email:** lifesciences.byu.edu

**Internship Coordinator:** Gale Larson

**Email:** Gale_Larson@byu.edu

**Required Materials**
- Application
- Syllabus

**Course Purposes**
The goals of this course include practical work experiences related to various fields of biology that enhance student learning through hands-on experiences and close collaboration with a qualified off-campus mentor. The experience must contain a research or problem-solving component. This problem can be discussed and formulated by you and your provider. Generally, semester abroad and “job shadowing” are not acceptable experiences.

**Course Learning Outcomes**
1. Demonstrate critical or analytical thinking skills by analyzing and interpreting experimental data
2. Exhibit proficient writing skills by producing a portfolio, research paper, scientific journal article and/or scientific poster
3. Critically read scientific literature and evaluate the ability of an argument or evidence to support a conclusion
4. Function as a collaborative team member by participating in student mentored learning groups or research groups

**Course Procedures**

**IRB Approval**
If you are planning on conducting research and it involves human subjects then you may need approval from the Institutional Review Board for Human Subjects (IRB). Sometimes approval is needed for such small things as surveys if a group of people is deemed vulnerable by the IRB. We would recommend that you visit the IRB website for additional information and to determine whether you need to fill out the appropriate forms. We will not approve an internship if the proper IRB approval has not been granted. Please see the web site at [http://orca.byu.edu/IRB/](http://orca.byu.edu/IRB/)

**Grading Procedures**
This is a graded (ABCDE) course based on the following: Grades will be based on an evaluation of your work by Dr. Anderson Young and your on-site (off-campus) provider. Final grades will be influenced by the manner and timeliness in which you carried out assignments and interviews, an assessment of your attitude and eagerness to learn, and an evaluation of your portfolio.

<table>
<thead>
<tr>
<th>Portfolio Grade</th>
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<tr>
<td>Provider Evaluation on Student</td>
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<tr>
<td>Student Evaluation of Provider</td>
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Assignment Descriptions

Paperwork: Students participating in a LIFE SCIENCES internship are expected to get their internship approved by Dr. Anderson Young who will act as their internship faculty advisor. Fill out all necessary paperwork to turn in for approval. The paperwork includes a Student Internship Application, Intern Information form, and Master Internship Agreement (Only necessary if a student is the first student to intern with a particular organization, check on the following link: https://saas.byu.edu/internships/), and a Grant Application. The internship itself is subject to the rules and guidelines established by the university and the individual provider.

Portfolio: The “Portfolio” outlines the research that you did during your internship. This paper should discuss topics including, but not limited to:
- An abstract of the project
- A description of methods and materials (include tables, graphs, pictures or other visuals as appropriate)
- Describe the results
- Provide a summary and significance of the laboratory experience.

Have your name, class enrolled in, and semester of enrollment at the top. The portfolio must be a minimum of 5-6 pages in report form. Submit this report to Dr. Anderson Young after the completion of your internship, but still within the semester/term for which you are seeking credit. It is due the last reading day of the semester or term.

Internship Provider/Supervisor Evaluation: Upon completion of your internship you will need to fill out an evaluation on your mentor that will be sent to you via e-mail.

Internship Completion Interview: This meeting is best completed in person; however, a phone appointment can be conducted if you will not be on campus. Completion of this final interview will be a factor in your final grade.

Course Schedule

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<tr>
<th>Date</th>
<th>Procedure</th>
<th>Authorizations</th>
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<tbody>
<tr>
<td>Before the beginning of the semester</td>
<td>Application, approval process</td>
<td>Dr. Anderson Young</td>
</tr>
<tr>
<td>Before add/drop date</td>
<td>Be enrolled as an academic internship student</td>
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<tr>
<td>TBA</td>
<td>Attend an internship orientation with the Internship Coordinator</td>
<td>Gale Larson</td>
</tr>
<tr>
<td>TBA</td>
<td>Comply with all Provider rules, policies and procedures</td>
<td>Selected provider</td>
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<tr>
<td>Periodic checks</td>
<td>You’ll be contacted by the Internship Coordinator for a midway check up</td>
<td>Gale Larson</td>
</tr>
<tr>
<td>Continual</td>
<td>Complete all academic assignments</td>
<td>Selected provider</td>
</tr>
<tr>
<td>Near the end check</td>
<td>Set up an internship completion interview with the Internship Coordinator</td>
<td>Gale Larson</td>
</tr>
<tr>
<td>Last reading day of semester/term</td>
<td>Submit portfolio – 380 WDB also accepted by e-mail or fax</td>
<td>Dr. Anderson Young</td>
</tr>
<tr>
<td>Before the Last day of the semester/term</td>
<td>Fill out evaluation on provider that will be sent to you via e-mail</td>
<td>LSSS Office/or online</td>
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Course Policies

Academic Honesty
The first injunction of the BYU Honor Code is the call to be honest. Students come to the university not only to improve their minds, gain knowledge, and develop skills that will assist them in their life’s work, but also to build character. President David O. McKay taught that “character is the highest aim of education” (The Aims of a BYU Education, p. 6). It is the purpose of the BYU Academic Honesty
Policy to assist in fulfilling that aim. BYU students should seek to be totally honest in their dealings with others. They should complete their own work and be evaluated based upon that work. They should avoid academic dishonesty and misconduct in all its forms, including but not limited to plagiarism, fabrication or falsification, cheating, and other academic misconduct.

Housing
A list of students who will be living off campus while interning will be provided to Mereane Ige at Off-Campus Housing. She can waive the requirement to live in university-contracted housing. The following information will be provided to that office:

- Student name
- Student ID #
- Location of Internship
- Duration of Internship

Honor Code
In keeping with the principles of the BYU Honor Code, students are expected to be honest in all of their academic work. Academic honesty means, most fundamentally, that any work you present as your own must in fact be your own work and not that of another. Violations of this principle may result in a failing grade in the course and additional disciplinary action by the university. Students are also expected to adhere to the Dress and Grooming Standards. Adherence demonstrates respect for yourself and others and ensures an effective learning and working environment. It is the university’s expectation that each student will abide by all Honor Code standards. Please call the Honor Code Office at 422-2847 if you have questions about those standards.

Plagiarism
Writing submitted for credit at BYU must consist of the student’s own ideas presented in sentences and paragraphs of his or her own construction. The work of other writers or speakers may be included when appropriate (as in a research paper or book review), but such material must support the student’s own work (not substitute for it) and must be clearly identified by appropriate introduction and punctuation and by footnoting or other standard referencing.

The substitution of another person’s work for the student’s own or the inclusion of another person’s work without adequate acknowledgment (whether done intentionally or not) is known as plagiarism. It is a violation of academic, ethical, and legal standards and can result in a failing grade not only for the paper but also for the course in which the paper is written. In extreme cases, it can justify expulsion from the University. Because of the seriousness of the possible consequences, students who wonder if their papers are within these guidelines should visit the Writing Lab or consult a faculty member who specializes in the teaching of writing or who specializes in the subject discussed in the paper. Useful books to consult on the topic include the current Harcourt Brace College Handbook, the MLA Handbook, and James D. Lester's Writing Research Papers.

Preventing Sexual Harassment
Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education. Title IX covers discrimination in programs, admissions, activities, and student-to-student sexual harassment. BYU’s policy against sexual harassment extends not only to employees of the university, but to students as well. If you encounter unlawful sexual harassment or gender-based discrimination, please talk to your professor; contact the Equal Employment Office at 422-5895 or 367-5689 (24-hours); or contact the Honor Code Office at 422-2847.

Students with Disabilities
Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the Services for Students with Disabilities Office (422-2767). Reasonable academic accommodations are reviewed for all students who have qualified, documented disabilities. Services are coordinated with the student and instructor by the SSD Office. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance policy and procedures by contacting the Equal Employment Office at 422-5895, D-285 ASB.
STUDENT INTERNSHIP
APPLICATION
Life Sciences 399R

Name: ________________________________________

Student ID # ____________________________

Phone Number: ____________________________

E-mail: ____________________________

Expectations:

➢ The experience must contain a research or problem-solving component. This problem can be discussed and formulated by the student and the provider. Generally “job shadowing” is not acceptable as experience.

➢ The student will submit the internship application/proposal to the Life Sciences Internship Office (380 WIDB) prior to the assignment of credit hours.

➢ At the end of the internship, the student will develop a portfolio and provide the Life Sciences Internship Office (380 WIDB) with a copy. The portfolio should contain the following elements:
   ▪ An abstract of the project
   ▪ Description of methods and materials (include tables, graphs, pictures or other visuals as appropriate)
   ▪ Results
   ▪ Summary and personal significance of the internship experience
   ▪ The portfolio must be a minimum of 5-6 pages in report form (double or single-spaced, 12 font)

Location of the Internship:___________________

Total hours of work per week:______

For which Semester/Term would you like credit? (F, W, Su, Sp)     How many credits would you like? ____

Total # of weeks you’ll be working:

Describe what you will be researching, the data you will be gathering and the tools you will use to analyze the data:

______________________________________________________________________________________________________________________________________________________________________

______________________________________________________________________________________________________________________________________________________________________

______________________________________________________________________________________________________________________________________________________________________

______________________________________________________________________________________________________________________________________________________________________

______________________________________________________________________________________________________________________________________________________________________

______________________________         _____________
Approved by:                       Date:

Director of Life Sciences Student Services

I have approved an internship for this student during (F, W, Sp, Su) semester(s)/terms(s) _____________.

The student is approved to register for ________ credits.

Return to: Life Sciences Internship Office 380 WIDB

5/1/2012
INTERN INFORMATION FORM
LFSCI 399R
BRYHAM YOUNG UNIVERSITY

Section 1: Student Information

<table>
<thead>
<tr>
<th>Email Address:</th>
<th>BYU ID:</th>
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<tbody>
<tr>
<td>Local Phone:</td>
<td>Permanent Phone:</td>
</tr>
<tr>
<td>Major:</td>
<td>GPA:</td>
</tr>
<tr>
<td>Year in School:</td>
<td>Semesters until Graduation:</td>
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<tr>
<td>Semester/Term of Internship</td>
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</tbody>
</table>

Section 2: Provider/Supervisor Information

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Contact Person’s Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax:</td>
<td>Email:</td>
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<tr>
<td>Address:</td>
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</table>

Section 3: Internship Acknowledgement

The student hereby agrees to do the following.

1. Be enrolled as an academic internship student.
2. Comply with all Experience Provider rules, policies and procedures.
3. Complete the internship during the dates specified unless released by the Experience Provider and BYU.
4. Work conscientiously under the direction of the supervisor assigned by the Experience Provider, submitting all reports and assignments as required.
5. Report serious problems, including physical, safety and personnel, to the Experience Provider supervisor and the BYU faculty advisor.
6. Accept no other employment during the internship unless agreed upon in writing by the Experience Provider and the BYU faculty department.
7. Complete all BYU academic assignments and course work as outlined by the applicable department.
8. Adhere to the BYU Honor Code and Dress and Grooming Standards.
9. Provide evidence of health insurance coverage:
   ( )BYU  ( ) Parents  ( )Self  ( )Other
   Name of Company: ________________________________
   Policy Number: ________________________________
   Expiration Date: ________________________________
10. I have received and read a copy of the Master Academic Agreement between BYU and the Experience Provider from my department. I agree to abide by this. ______ Initial
11. I have notified the University Office Internships in writing of my age if I am younger than 18 years old. ______ Initial

I acknowledge that I have been informed of the policies and procedures associated with receiving credit for an internship and I hereby give the department permission to process an add card on my behalf upon receipt of all necessary paperwork. I also acknowledge that I will have all of the necessary paperwork in the department office before the deadline; I understand that if I fail to do this, I will forfeit any credit for the specified semester/term and will not be able to receive credit for my internship at a later date.

Signed: _____________________________ Date: ____________________
Print Name: ________________________________
Application for Internship Grant

Life Sciences Student Services
380 WIDB
lifesciences@byu.edu

NOTE: Job shadowing or job experiences will not be funded. The purpose of this grant is to encourage research and promote research-based internships. Unless you are registered for 1 or more credits, you are not eligible for funding. See list of eligible courses in question #3.

Name: ___________________________________ Date __________________

Net ID: __________________________________

Please fill out this form as completely as possible.

1. What is the organization name AND location of your internship?

2. Do you have a Master Agreement between your Experience Provider and the BYU Internship Office?
   Y   N

3. Mark the class in which you will be enrolled for your research-based experience during the term/semester of your internship. (Only students in these courses may receive grants).

   □ EXSC 399R          □ NDFS 399R
   □ HLTH 496R          □ NDFS 521
   □ LFSCI 399R          □ NEURO 496R
   □ MMBIO 399R          □ PDBIO 399R

4. Describe what you will be researching, the data you will be gathering and the tools you will use to analyze the data:

   (continued on back)
5. For which semester/term will you be enrolled? (Circle all that apply.)
   Fall  Winter  Spring  Summer

6. If international travel is required, do you have the approval of the Kennedy Center?
   Y  N

7. List dollar amounts of your travel and living expenses, including who will cover those expenses.

8. Will you be driving to and from your internship destination?
   Y  N

   If YES, how many miles will you be driving? ________________

   If NO, what is the cost of a round-trip airline ticket? $______________

9. Will you be given a salary by your experience provider, or a grant by a partnering company?
   Y  N

   If yes, what is the amount that you will receive? $______________

10. Describe any unusual costs that might occur during the internship.

We celebrate the efforts you made to obtain your internship opportunity!
You will be receiving an email from lifesciences@byu.edu within 2-3 business days of submitting this Internship Grant Application.

Life Sciences Student Services
INTERNSHIP
MASTER AGREEMENT
Brigham Young University

This Agreement is entered into this _____ day of __________, 201____ (“Effective Date”) between Brigham Young University, a Utah nonprofit corporation and educational institution (“BYU”), and ______________________________________ (the “Experience Provider”) located at __________________________________________________________.

1. PURPOSE. In order to facilitate internship opportunities and educational experiences for students, this Agreement is intended to govern the relationship between Experience Provider and BYU with respect to student Interns from BYU in an internship arrangement with the Experience Provider.

2. GENERAL CONSIDERATIONS.

2.1 An internship is a cooperative student program between BYU and the Experience Provider. The Experience Provider will provide supervision, facilities, and instruction that help students of BYU (each an “Intern”) acquire skills and knowledge related to their chosen field of study or occupation.

2.2 This Agreement is effective as of the Effective Date and may be terminated by BYU or the Experience Provider for any reason by providing 90 days advance written notice to the other party.

2.3 Experience Provider and BYU shall each provide a contact person (the “Internship Coordinator”) for activities related to the performance of this Agreement. The following contact names and addresses shall be the initial Internship Coordinators for the Experience Provider and for BYU. Others may be designated in writing by the parties at any time.

For Experience Provider: Gale Larson
______________________________
Life Sciences Student Service
Telephone: ______________________
Telephone: 801-422-7712
Email: ___________________________
Email: gale_larson@byu.edu

2.4 BYU and the Experience Provider agree to indemnify each other from any claims or liability, including reasonable attorneys’ fees, due to their respective negligent acts or omissions arising from the performance of this Agreement. Each party further agrees to have in effect insurance coverage to adequately underwrite this promise of indemnity.

2.5 Neither BYU nor the Experience Provider will be responsible nor held liable for any claims, disputes, losses, damages, injuries, adverse events or outcomes arising out of or caused only by the other party’s actions, inactions or negligence. If, however, such claims disputes, losses, damages, injuries, adverse events or outcomes are the result of the joint fault of both the Experience Provider and BYU, the obligation of each party to indemnify the other hereunder shall be limited to the extent of the indemnifying party’s respective fault.

2.6 This Master Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between BYU and the Experience Provider and their employees, Interns, or agents; but rather is an Agreement by and among two independent contractors. Each Intern is placed with the Experience Provider in order to receive educational experience as part
of the academic curriculum; duties performed by an Intern are not performed as an employee of the Experience Provider but rather in fulfillment of the academic requirements of the educational experience and are performed under direct supervision by the Experience Provider's personnel. To the extent allowed under state and/or federal law, neither the Experience Provider nor BYU is required to provide worker’s compensation coverage for the Interns participating in the educational experience.

2.7 The parties acknowledge and agree that it shall be the responsibility of each Intern to: (i) comply with the Experience Provider’s policies and procedures; (ii) report any serious problems related to the Experience Provider, including safety and personnel problems, to the Internship Coordinator at BYU and the Experience Provider; and (iii) maintain a health insurance policy in effect during the full period of any internship with the Experience Provider.

2.8 This Agreement covers (check one):

- All locations of Experience Provider.
- Multiple locations of Experience Provider—i.e., only those locations listed below. (Attach sheet if additional space needed.)
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- Single location of Experience Provider—i.e., only that location with address listed above. (Note: a separate agreement will be required for each different location of Experience Provider.)

3. RESPONSIBILITIES OF BYU. BYU shall:

3.1 Provide course information and objectives, and ensure that each participating Intern meets academic and other qualifications that are consistent with the objectives and requirements of BYU’s program;

3.2 Make reasonable efforts to ensure that each Intern from BYU is aware of Intern’s responsibilities to abide by the terms of Section 2.7, and that each Intern from BYU shall agree to abide by the terms in the “Student Agreement” attached as Exhibit A;

3.3 Provide an administrative framework and a teaching faculty adequate in number, qualifications, and competence to develop and carry forward its instruction and supervision;

3.4 Ensure that for each internship, the Internship Coordinator of BYU (i) maintains ongoing contacts with the Intern and the Experience Provider, (ii) discusses the specifics and expectations of the internship with the Intern and the Experience Provider, (iii) monitors the Intern’s progress with the Intern and the Experience Provider, and (iv) advises the Intern relative to a program of study related to the internship experience; and
3.5 Provide liability insurance to cover damage or harm caused by the Intern in the amount of $1,000,000 per person, per occurrence, $3,000,000 in the aggregate.

4. **RESPONSIBILITIES OF THE EXPERIENCE PROVIDER.** The Experience Provider shall:

4.1 Provide planned and supervised opportunities for each Intern to perform tasks to acquire and practice various skills based on objectives compatible with those of BYU’s program;

4.2 Orient the Intern to the Experience Provider’s rules, policies, procedures, methods, and operations;

4.3 Evaluate the Intern’s performance and notify BYU’s Internship Coordinator of any cause of dissatisfaction with or of any known misconduct on the part of the Intern;

4.4 Comply with all the federal, state, local, and municipal laws, ordinances and codes applicable to Experience Provider;

4.5 If applicable, pay the Intern the agreed upon rate of compensation for the term of the internship and fulfill all legal requirements related to Experience Provider’s independent contractor/employment relationship with the Intern; and

4.6 Accept the primary responsibility for supervision and control of the Intern at the internship site.

5. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement of the parties with respect to the subject matter of this agreement.

IN WITNESS WHEREOF, THE PARTIES HAVE AFFIXED THEIR SIGNATURES BELOW:

<table>
<thead>
<tr>
<th>Experience Provider</th>
<th>Brigham Young University</th>
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<tbody>
<tr>
<td>By __________________</td>
<td>By: _____________________</td>
</tr>
<tr>
<td>Printed Name __________</td>
<td>Printed Name Adrienne Chamberlain</td>
</tr>
<tr>
<td>Date ________________</td>
<td>Date ____________________</td>
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EXHIBIT A

STUDENT AGREEMENT
BRIGHAM YOUNG UNIVERSITY

The student hereby agrees to the following:

1. Be enrolled as an internship student.
2. Comply with all Experience Provider rules, policies and procedures.
3. Complete the internship during the dates specified unless modified by the Experience Provider and BYU.
4. Work conscientiously under the direction of the supervisor assigned by the Experience Provider, submitting all reports and assignments as required.
5. Report serious problems, including physical, safety and personnel, to the Experience Provider supervisor and the BYU Internship Coordinator.
6. Complete all BYU academic assignments and course work as outlined by the applicable department.
7. Adhere to BYU’s Honor Code and the Experience Provider’s Standards of Personal Conduct and Dress and Grooming Standards.
8. Receive and read a copy of the Internship Master Agreement between BYU and the Experience Provider. I acknowledge that it is incorporated by reference into this Agreement and that I am bound by such terms and conditions therein which specifically apply to interns.
9. Consult with my personal physician in regard to necessary immunizations and any other medical matters relating to my participation in the internship program.
10. Authorize BYU’s designated representative to grant permission for my necessary medical treatment for which I will be financially responsible if, during my participation in the program, I become incapacitated or otherwise unable to provide consent to medical treatment and advance consent cannot be obtained from my family.
11. Participation as an intern may involve risks not found in study at BYU. These include risks involved in traveling to and returning from place of internship; different standards of design, safety, and maintenance of buildings, public places, and conveyances; local medical and weather conditions. I represent that I have made my own investigation and am willing to accept these risks.
12. Be personally responsible for all housing, transportation, study, and other arrangements in connection with my internship and personally bear all associated costs. In addition, be personally responsible for any financial liability and obligation which I personally incur and for any injury, loss, damage, liability, cost or expense to the person or property of another which is caused or contributed to by me during my participation in the internship program. I understand that BYU does not represent or act as an agent for, and cannot control the acts or omissions of, any host institution, host family, transportation carrier, hotel, tour organizer, or other provider of goods or services involved in the internship. I understand that BYU is not responsible for matters that are beyond its control, including, without limitation, strikes, war, loss, or theft of personal belongings, delays, weather, acts of God, governmental restrictions or acts, errors, or omissions of third party providers of goods or services.
13. Abide by all applicable laws. I understand I must personally attend to any legal problems I encounter or incur as an intern.
14. Acknowledge and agree that BYU is acting as an internship facilitator only and that BYU will be neither responsible for nor held liable for any claims, disputes, losses, damages, injuries, adverse events or outcomes arising out of or caused by the internship, including but not limited to such claims, disputes, losses, damages, injuries, adverse events and outcomes.
caused by Experience Provider’s actions, inactions or negligence, even if BYU has been advised of the possibility of such.

15. Acknowledge and agree that as an Intern, I am placed with the Experience Provider in order to receive educational experience as part of my academic curriculum; my duties performed as an Intern are not performed as an employee of the Experience Provider but rather in fulfillment of the academic requirements of my educational experience and are to be performed under direct supervision by the Experience Provider’s personnel. To the extent allowed under state and/or federal law, neither the Experience Provider nor BYU is required to provide worker’s compensation coverage for my participating in this educational experience.

16. Acknowledge that all creative work performed as part of my internship shall be considered a “work made for hire,” and that all copyright and other intellectual property rights in any such original creative work produced by me shall be owned entirely by the Experience Provider. Further, I agree not to utilize, incorporate, or otherwise make use of any pre-existing intellectual property and/or trade secrets of Brigham Young University in the creative work or internship performance without the express written permission of Brigham Young University.