



STD RESEARCH PRACTICUM MEMORANDUM OF UNDERSTANDING

FE-4401

Spring Semester 2018

Students in the STD degree program are required to participate in a research-related practice as part of their Curricular Practical Training (CPT). Since the STD often leads to a ministry as an academic or professional theologian, students' research-related practice can include writing projects (i.e. book reviews, dissertation proposals, syllabi, or lecture outlines etc.), teaching assistantships, course development, and/or retreat or workshop development.

International students in F-1 status are allowed to be employed in the U.S. under Curricular Practical Training (CPT) as long as the employment is an integral part of the degree curriculum.

This Memorandum of Understanding provides training objectives agreed upon by the faculty advisor, student, and off-site ministry contact person where applicable, and facilitates the authorization of CPT for the semester requested where applicable. Responsibilities include:

Student – Adheres to agreed upon ministry responsibilities and fully participates in the learning objectives.

Instructors – Provides class setting for the research practicum, per the syllabus.

Ministerial Contact Person – If a student is engaged in off-campus ministry, this person serves as an on-site contact person and verifies ministry for the appointed person of time.

STUDENT INFORMATION

Name: _____ Student ID#: _____

Phone Number: _____ E-mail: _____

MINISTERIAL PLACEMENT INFORMATION

If you participate in off-campus ministry please enter your details below.

Course Instructor Name: Deborah Ross

Phone Number: 510-549-5025

E-mail Address: dross@scu.edu

Ministerial Placement: _____

[Paycheck Issuing Institution (if applicable)]: _____

Address of Ministerial Site: _____

Name of Ministry Contact Person: _____

Phone Number: _____ E-mail Address: _____

Number of Hours per week/semester: _____ [Pay rate (\$/hour, if applicable)]: _____

Start Date (m/d/y): _____ End Date (m/d/y): _____

STUDENT'S RESEARCH PRACTICUM PROJECT

In addition to goals listed on the Syllabus, please list your project for this semester i.e. book reviews, dissertation proposals, syllabi, or lecture outlines etc.), teaching assistantships, course development, and/or retreat or workshop development, and what skills/experiences you wish to gain.

If you are also engaged in off-campus ministry, please also state your ministry learning objectives. You may use the same objectives entered on your CPT form.

The following parties have agreed to the Ministry Objectives:

Student Signature: _____ **Date:** _____

Course Faculty Signature: _____ **Date:** _____

Off-site Contact Person Signature: _____ **Date:** _____

(Where applicable for students engaging in off campus ministry)

Please bring a signed copy of this form to the next practicum on Wednesday, March 7, 2018 for Deborah Ross' signature.

Completion of Research Practicum (at the end of semester/conclusion of the ministry period):

Course instructor/Off-site Contact Person Signature: _____ Date: _____

Student Signature: _____ Date: _____

To be assigned course credit this form must be submitted to Mary Beth Lamb, Room 107 by Friday, May 11, 2018.