Department of Urban and Public Affairs
University of Louisville
MPA Practicum

Memorandum of Understanding

University of Louisville MPA student _____,

and _____ agree to the following:
Sponsoring Organization

1. The student is a graduate student in the MPA program at the University of Louisville.
2. The student will have a designated mentor at the organization and a faculty supervisor from the Department of Urban and Public Affairs.
3. The mentor and the student will mutually strive to develop an effective working relationship, with the mentor providing an appropriate level of support and encouragement to the student.
4. The student's project involves a work experience that is significantly different from his or her normal duties.
5. The mentor will complete a formal evaluation at the end of the practicum and return it to the faculty supervisor.

Mentor and Title _____

Organization _____

General Responsibilities _____

_____

_____

_____

_____

Faculty Supervisor _____

Signed and dated:

Intern _____

Internship Mentor _____

Faculty Supervisor _____