

# CPI

## Central Pennsylvania Institute of Science and Technology

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Gregory W. Michelone, Ph.D., Executive Director

Todd Taylor, Director of Adult Education

Krista L. Renzo, Cooperative Education Coordinator

### EMPLOYER COOPERATIVE TRAINING AGREEMENT

<b>Student:</b> _____	<b>SSN#:</b> _____	<b>D.O.B.:</b> _____
<b>Street Address:</b> _____	<b>City:</b> _____	<b>State/Zip:</b> _____
<b>Phone:</b> _____	<b>CPI Program:</b> _____	
<b>Employer:</b> _____	<b>Phone:</b> _____	<b>Fax:</b> _____
<b>Street Address:</b> _____	<b>City:</b> _____	<b>State/Zip:</b> _____
<b>Supervisor:</b> _____	<b>Worker's Comp. #:</b> _____	
<b>Start Date:</b> _____	<b>End Date:</b> _____	<b>Pay Rate:</b> _____

The employer agrees:

1. To provide work experience such as are common to apprentices and learners in the trade, under the direction of an experienced worker.
2. To abide by all State and Federal regulations, minimum wage and worker's compensation requirements as they apply to this student.
3. To permit the school's representative to visit the student at his/her place of employment for supervision and checking.
4. To report each day of absence during the work period to CPI at 814-359-2793.
5. To provide safety instruction and enforce safety rules throughout the employment period.
6. To perform periodic evaluations on the student's job performance on a form provided by the school.
7. To contact the Co-op Coordinator prior to laying off or terminating the student or when a trainee problem arises.
8. To provide opportunity for potential permanent employment to successful students upon completion of program.

We the undersigned agree to the conditions and statements contained in this agreement.

_____	_____	_____	_____
Student	Date	Employer	Date
_____	_____	_____	_____
Co-op Coordinator	Date	Director of Adult Education	Date