

NON-PAID WORK AGREEMENT

Student _____ Birthdate _____ Age _____
Student's Address _____ School _____
Parent's Name _____ Telephone _____
Teacher/Coordinator _____ Telephone _____
Business Supervisor _____ Telephone _____
Exploration Site _____

Dates of Exploration Period: From _____ To _____

The following are four guidelines that are described within the Fair Labor Standards Act which a non-paid work experience must follow:

1. The student receives ongoing instruction at the employer's work-site and receives close on-site supervision throughout the learning experience, with the result that any productive work that the student would perform would be offset by the burden to the employer from the training and supervision provided; and
2. The placement of the student at a work-site during the learning experience does not result in the displacement of any regular employee - i.e., the presence of the student at the work-site cannot result in an employee being laid off, cannot result in the employer not hiring an employee it would otherwise hire, and cannot result in an employee working few hours than he or she would otherwise work; and
3. The student is not entitled to a job at the completion of the learning experience -but this does not mean that employers are to be discouraged from offering employment to students who successfully complete the training; and
4. The employer, student, and parent or guardian understand that the student is not entitled to wages or other compensation for the time spent in the learning experience - although the student may be paid a stipend for expenses such as books or tools.

Student Schedule:

Monday- _____
Tuesday- _____
Wednesday - _____
Thursday - _____
Friday - _____

It is the policy of this company not to discriminate against employees or customers and to provide an environment free of racial and sexual harassment Students will be accepted for on-the-job training, clinical or work experiences, assigned to jobs and otherwise treated without regard to race, color, national origin, gender, marital status, or disability.

School-to-Work initiatives in IA are supported by **Senate File 361 (1997)**, which **provides liability insurance for the employer** through the participating districts of the Work-Experience Program student.

Your signature indicates that you understand the non-paid work exploration program and the Department of Labor guidelines listed above and contained in W.H. Publication 1297, and agree to comply with the aforementioned rules and regulations.

Date

Student

Teacher/Coordinator

Business Supervisor

Parent