Congratulations on securing an intern through the 2019 Skandalaris Summer Entrepreneurial Internship Program. We are pleased to offer this opportunity to you as one of a select number of startups who are hosting a Wash U student for 10 weeks. Over the course of the summer, there will be opportunities to connect with students across the program and other venture hosts.

The following states the requirements of the program, and your signature acknowledges your understanding and agreement to these requirements. Please address any questions or concerns with Jessica Stanko in the Skandalaris Center BEFORE signing the agreement.

* Ventures are responsible for reviewing, interviewing and selecting their interns. The Skandalaris Center will not assign interns or take responsibility for interns performance.
* 50% of the program fee is due by March 29, along with this agreement. The final 50% will be due by May 31. Invoices will be sent at the time of match acceptance and on May 1.
* Program dates are June 3 through August 9, 2019. The mandatory venture orientation session is Monday, April 22, at 5 pm.
* The celebration lunch is scheduled for Wednesday, August 7 at 12 pm on Wash U’s campus.
* You are responsible for setting your intern’s schedule and any training and access needs. Students are expected to work approximately 30-40 hours per week. Any time off during the summer is expected to be made up, but that is between you and your intern.
* Wednesday afternoons are reserved for Skandalaris programming with the interns.
* Students are not excused from ANY Wednesday programming. Start-times may vary, but they are required to attend all Skandalaris programming each Wednesday.
* Each venture is expected to participate in the Wednesday programming by sitting on one panel over the summer. Panel schedule will be determined in the spring and will not be shifted once the program starts. Panels will be hosted on Wednesdays throughout the summer and will include a networking lunch with the interns and a networking reception after each panel. Panels will be held on campus.
* Venture hosts are also expected to contribute to Skandalaris programming post-program – this can be in any form the venture wishes, and is encouraged to incorporate their intern. Options include but aren’t limited to: judging events, hosting a workshop, participating in an IdeaBouce®, etc.
* The Skandalaris Center reserves the right to reduce the final stipend payment to address any issues with performance at the internship or participation or performance during the summer programming.
* Students are responsible for their transportation and housing throughout the summer.

|  |  |
| --- | --- |
| Please list any dietary restrictions |  |
| Signature | Date |
| **My signature indicates my understanding and agreement with the above requirements.** | |