

Washington County School District  
**School Counselor Intern Program Application / Agreement**  
**Full School Year Program**

**This form must be submitted to the WCSD HR Department**

Name:		USOE CACTUS ID#:	
Availability Date:		Estimated Program Completion Date:	
Address:		City:	State: Zip Code:
Cell Phone:	Home Phone:	Email Address:	
Preferred School Assignment:			
<p><b>Agreement: I agree that if I am selected to participate as a School Counselor Intern, I will conduct myself professionally and in accordance with all applicable school and WCSD policies. I understand the WCSD School Counselor Internship Program is a FULL SCHOOL YEAR program. I understand there is no associated expectation of continued employment with this program and that the District may end my Intern relationship (employment or otherwise) at any time at District's sole discretion. If currently employed by the Washington County School District, I understand that failure to comply with the conditions of this agreement may result in termination of my current employment.</b></p>			
Signature:		Date:	

**Eligibility:**

“Counselor Internship” means the 600 hour field experience required by [Administrative Rule R277-506-5](#). The required hours may be sub-divided into two 300- hour segments at the elementary and secondary level. Counselor Internship field experience hours are unpaid and must not be completed on District paid contract time. Approved Counselor Interns may be compensated at no more than .5 FTE of the basic first step of the TT schedule for full time employment. Current employees may receive no more than .5 FTE of their current salary and step. A MAXIMUM of 50% of actual time worked may be in paid status, the remaining must be uncompensated. Actual work hours that are compensated cannot be applied toward the required 600 hours of field experience. Only uncompensated field experience may be applied to the required 600 hours.

- Must meet all university requirements and obtain approval from the designated university program Coordinator/Director to begin internship hours.
- Must complete a criminal background check through Utah State Office of Education
- Must obtain a valid Counseling Intern Temporary License or Student License through Utah State Office of Education

**MANDATORY: to be considered for this program, the APPLICANT must obtain the following eligibility verification:**

I certify that the above named individual will complete all required course work in accordance with Utah Administrative Rules, has completed a satisfactory and current background check, holds a temporary intern or student teacher license issued by USOE, and will be eligible for participation according to WCSD Policy and this agreement, by the start of the school contract year or program period.

<i>University Department Approval Signature</i>	<i>Title</i>	<i>Date</i>
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Institution Name College or University:		
Name and Phone number of Collegiate Supervising Professor:	Name:	Phone No:
Human Resource Department CACTUS Approval:	Signature:	Date:
Approved School Assignment:		
Final Committee Approval:		