



## INTERNSHIP PARTNERSHIP

*Established Fall 2013*

### INTERNSHIP GUIDELINES

- Junior or exceptional Sophomore level students majoring in Engineering Technology or Industrial Technology recommended by an instructor are eligible for this program.
- Minimum 3.0 GPA in technical core and concentration courses. Southeastern instructor may refer those with less than 3.0 if they believe student should be considered for program given other skills such as aptitude, attitude, motivation, etc.
- 10-20 hours per week with a maximum of 20 hours during the semester unless more hours approved by Southeastern instructor. Students can work more than 20 hours per week during Summer and Holiday breaks.
- Laitram agrees not to hire students in FT capacity if they leave school.
- Laitram will explore options for work at its Hammond plant to help with potential commute issues to Harahan.

### FINANCIAL COMMITMENT

- Pay will be \$15/hr but can be adjusted if needed.
- Students working 15 hours per week in the year-round program will be eligible for \$500 per semester tuition reimbursement. (Must also meet other eligibility requirements)
- Laitram will fund the Engineering Technology Senior Design Program at Southeastern at \$5,000 for the first pilot year. Upon successful completion of the pilot year, Laitram will continue to fund this program at \$10,000 per year. Laitram is not locked into this commitment and can choose not to fund an upcoming academic year at any time.

### COMMUNICATION

- Three or four Laitram Engineers or other representatives will serve on the Advisory Board for the Department of Computer Science and Industrial Technology.
- When possible, supervisors will work with Southeastern faculty members on potential projects that can be assigned to students.
- The Southeastern Department Head and/or Program Coordinator will be in regular communication with Laitram associates in order to steer qualified students to this opportunity and to ensure this partnership is assessed regularly in order to facilitate a continual improvement process.
- Contact Information:
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