

Sample Memorandum of Understanding

A Memorandum of Understanding (MOU) is a document that outlines the agreement between two or more parties, but is not legally binding. It is often used to establish a partnership or collaboration, and outlines the responsibilities and expectations of each party. A Memorandum of Agreement (MOA) is similar to an MOU, but is legally binding and enforceable in a court of law. It is often used to establish a formal partnership or contract between parties. In summary, MOU is a non-binding agreement, while MOA is a legally binding agreement.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between [School District Name] (hereinafter referred to as "District") and [Company Name] (hereinafter referred to as "Company") for the purpose of creating a mutually beneficial internship program for students of the District. Purpose: The purpose of this MOU is to establish a partnership between the District and the Company for the purpose of providing internships to students of the District. The internships will provide students with the opportunity to gain real-world experience in their field of study, while also allowing the Company to benefit from the skills and talents of the students. Number of Interns: The Company agrees to host up to 10 interns per semester. The District will work with the Company to identify qualified students who are interested in the internship opportunities offered by the Company. Duration of Internship: The internship will run for a duration of [insert number of weeks or months]. The internships will typically begin on [insert start date] and end on [insert end date].

Responsibilities of the District:

- Identify and recommend qualified students to the Company for the internship
- Provide the Company with a list of the student's contact information, including their name, email address, and phone number
- Provide the Company with any other information that the Company may need to conduct background checks on the students

Responsibilities of the Company:

- Provide a safe and appropriate work environment for the interns
- Provide the interns with meaningful and relevant work assignments
- Provide the interns with appropriate supervision and mentoring
- Provide the interns with opportunities for professional development and skill-building
- Provide the interns with opportunities to learn about the industry and the Company's operations
- Provide the interns with opportunities to network with industry professionals
- Provide the interns with a stipend, if applicable
- Provide the District with feedback on the interns' performance

Termination: Either party may terminate this MOU at any time by providing written notice to the other party.

Signatures:

[School District Name] [Company Name]

[School District Representative Name] [Company Representative Name]

[School District Representative Title] [Company Representative Title]

Date: _____ Date: _____

This MOU expresses the entire understanding of the parties and supersedes all prior and contemporaneous agreements and understandings, whether oral or written.