Internship Program Agreement

Between

Pamplin College of Business, Virginia Polytechnic Institute and State University

And

Dijon Chamber of Commerce and Industry

Representing

Groupe Ecole Supérieure de Commerce Dijon Bourgogne

Burgundy School of Business

General:

1. This program is designed for Virginia Polytechnic Institute and State University (Virginia Tech) students who wish to complete a summer internship in France.
2. Virginia Tech and Burgundy School of Business have already signed a memorandum of understanding (MOU) and a Student Exchange Agreement.
3. Virginia Tech students may apply for internships beginning in summer 2012.
4. Virginia Tech and Burgundy School of Business have a goal of balancing student exchanges in all forms so that the students involved pay tuition to their local institution. For the purpose of balancing the exchange of students between the institutions, each student in this summer program will count as one-half semester toward the exchange balance.

Requirements:

1. Students must have strong skills in the French language. Position assignments will depend on the level of fluency a student has achieved. Most positions require an advanced level of French language skills.
2. The program is open to advanced undergraduates and graduate students. Upper division standing with a major in business or major in French with a minor in business is required.

Admission, Status and Fees:

1. The Pamplin College of Business will nominate students for participation. Burgundy School of Business will evaluate these nominations and determine if suitable internship positions can be provided.
2. Students will enroll in 6 credits during one summer session and will pay tuition and fees set by Virginia Tech for students participating in exchange programs. No fees will be paid directly to Burgundy School of Business for instruction or supervision.
3. Students will be issued with a “convention de stage” (internship contract) which is a legal document binding the student, the company and Burgundy School of Business. The student will therefore be legally registered at Burgundy School of Business. In case of accident during working hours students will be covered by Burgundy School of Business liability insurance policy. Students will need to have their own health insurance.

The Internship Program

1. The duration of the internships will be approximately 10 weeks, from May 15th to July 31st.
2. Burgundy School of Business will identify appropriate internships according to students' interest and specialization.
3. Burgundy School of Business will make every effort to provide students with paid internships.
4. An English speaking Burgundy School of Business faculty member will academically supervise each student.
5. Online French language support can be provided if needs be during the internship. Students will not receive official transcripts for this work and should not expect Virginia Tech to accept transfer credit.

6. Students will be responsible for their Room and Board: accommodation can be organized with host families, in private residence or in apartments. Rents in 2012 range from EUR 300 to 480 per month (accommodation only).

The program shall remain in effect for five years and shall be evaluated every two years by both institutions. This agreement may be amended, and/or extended by mutual consent of both institutions for a period beyond its original date of expiration. Either party may terminate this agreement by serving written notice to the other party. Such termination will take effect six months from the date of that written notice.

Charles W. Steger, President
Virginia Tech
5/30/12

Stephan Bourcieu, Dean
Burgundy School of Business
13/02/2012

Guru Gosh, Associate Vice President
For International

Marie-José Albert-Batt
Associate Dean, International
Burgundy School of Business

5/14/12

13/02/2012