

**Agency Agreement**  
Seattle Central Community College  
Service-Learning Program  
1701 Broadway, Rm. BE1103  
Seattle, WA 98122  
(206) 587-6997

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As a partner in Service-Learning with SCCC, you agree to read the Agency Manual and provide students with the following:

- Orientation, training, and supervision.
- If state regulation requires a background check, the agency will provide the necessary forms training and/or coordination for the SCCC service-learner to receive the "check" in its entirety.
- A description of the skills needed for service-learning students within your agency.
- A clear outline of the assigned work, including expectations, requirements, and responsibilities of the service-learner.
- A safe and appropriate work environment.
- Appropriate liability insurance coverage, in the event of injury to the student at the training site or in the execution of training responsibilities.
- Release of liability: The student and agency/organization agree to waive any and all claims that may arise against the college, its officers, agents, or employees in connection with the service-learning program and participation therein.