The University of Toledo College of Pharmacy and Pharmaceutical Sciences
Professional Division Student Experiential Education Agreement

Experiential education is an important and mandatory component of the Professional Division curriculum for the Bachelor of Science in Pharmaceutical Sciences (BSPS) degree programs at The University of Toledo College of Pharmacy and Pharmaceutical Sciences. Each student must read and agree to the following policies in order to enroll in and complete the College’s Professional Division experiential education program:

1. All Professional Division students must complete the experiential component of the curriculum prior to graduation. The length and nature of the experience is determined by vote of the faculty of The University of Toledo College of Pharmacy and Pharmaceutical Sciences. Students enrolled in any of the BSPS programs need to complete a 400-480 hour internship. The BSPS internship will require students to register for 6 to 12 credit hours, depending on the requirements of their respective majors. The internship occurs usually in the summer between the P1 year and the P2 year, or in the spring semester of the P2 year of the program of study.

2. There are fees paid by the student that are associated with the experiential education program. These fees cover administrative costs. All experiential program fees are calculated by the administrative faculty of the College of Pharmacy and Pharmaceutical Sciences and approved by The University of Toledo Board of Trustees. The practicum/internship fee of the BSPS program is assessed over four consecutive semesters in equal increments.

3. Each student must successfully complete the prerequisites (which include the in-person and web based leadership seminars) for the experiential program in order to participate in the BSPS internship. Most BSPS practicum/internship sites require students to have a cumulative undergraduate GPA of 3.0 for acceptance at their site. BSPS students who do not successfully pass the prerequisite courses must send an appeal letter to their program advisor and the Director of the Internship Program, to be considered for participation in the summer internship.

4. Some BSPS internship sites compensate students for expenses and/or effort during the experience. However, there is no guarantee of any payment for participating in the BSPS internship.

5. A urine or serum drug-screening test or background check may be required prior to students participating in any experiential program site affiliated with The University of Toledo College of Pharmacy and Pharmaceutical Sciences. In addition, health and other legal requirements must be met as determined through affiliation agreements with participating experiential sites. These requirements will be published and made known to students prior to the start of the experience. Any expenses incurred in completing said requirements will be at the expense of the student. All necessary health requirements must be met prior to placement at any experiential site. All students must conduct themselves in a professional and ethical manner during the experiential program.

6. The director of the experiential program has ultimate responsibility and authority for experiential placement of students in their respective programs. Site placement in any geographic area cannot be guaranteed. When a given location is specified by the student, placement within 60 miles of the specified city is considered reasonable. The Director of the BSPS Internship Program will coordinate the communication of materials between students and potential experiential sites, where formal agreements exist. However, BSPS students will be held responsible for making applications to site that are aligned with their major. Students should realize that site selection is a match in which the sites select students. The student and the Program Director work in tandem to attain an internship.

7. There will be announced meetings and seminars for students regarding the experiential education component. It is the students’ responsibility to attend and participate in these meetings and obtain and assure understanding of the information presented. Failure to attend these seminars will result in the student being unable to register for the internship.

8. Students authorize the College of Pharmacy and Pharmaceutical Sciences Experiential Program directors to release academic records, federal background check results, and required health documents to experiential education sites for the exclusive use of determining experiential program placement.

I have read, had my questions answered, and agree to the above policies (return to WO 1227, MC or HEB 155, HSC):

Printed Name _______________________________          Rocket ID ______________

Signature _______________________________          Date ______________