

**U.S. Department of the Interior
Statement of Understanding
Student Career Experience Program**

The Statements below are to be addressed by each student at the time of appointment to a position under SCEP.

1. I have received a copy of and understand the provisions of the Working Agreement between my academic institution and the Fish and Wildlife Service.
2. I understand that my employment as a SCEP student may extend the time necessary to complete degree/education requirements.
3. I agree to provide a copy of my current transcripts to the SCEP program coordinator (Barbara Menough), at the beginning of each work period.
4. I understand that I must maintain the academic and work performance standards as outlined in the Agreement, and the failure to do so may result in termination from the Program. A 2.0 grade point average is required.
5. I must complete all required work hours (640) prior to graduation.
6. I agree to the provisions of the Agreement which permit the sharing of appraisal information between the employing bureau and academic institution. I understand my authorization is necessary in view of the Privacy Act of 1974.
7. I understand I will continue to be employed as a SCEP student but be placed on Leave Without Pay status when I am not able to work because I am attending classes.
8. It is my understanding that although the employing bureau will make every effort to place a student in a position upon completion of the Program, there is no absolute obligation to do so.

Comments (if any):

Date

Signature of Student

