

2016 CPIC Summer Fellowships: Student and Organization Expectations

Pre-Program Requirements:

- Students will attend CPIC's summer pre-departure orientation session on May 1, 2016 from 1pm to 3:30pm at the Student Organization Center at Hilles Library
- Students will complete a pre-program survey prior to June 1, 2016
- Students will be encouraged to register to be matched with mentors from Harvard's alumni/ae network who are living in the summer host city

Program Requirements:

- Students must commit to working 10 weeks at least 35 hours per week (unless an alternate agreement is in place with CPIC)
- Students must adhere to their host organization's professional expectations; if there are questions or concerns from either party, please notify CPIC staff immediately
- Students who will be working in Boston, Chicago, Los Angeles, New Orleans, New York, San Francisco, Seattle, and Washington, DC will be encouraged to attend three CPIC summer cohort reflection sessions on the following Tuesday evenings, starting at 7pm:

Date	Session
June 7	Kickoff session: goal setting and building relationships (mentors will be invited to this session)
July 5	Discussion: understanding community dynamics
August 2	Closing session: discussion of future academic and professional goals (mentors will be invited to this session)

- Students are expected to participate in weekly online discussions, facilitated by CPIC staff – discussions will complement and supplement the cohort reflection sessions
- Organizations will arrange check-in meetings between supervisors and students at least once per week during the summer

Post-Program Requirements:

- Students will complete a post-program survey and submit a 250-500 word reflection paper about their summer experience by August 31, 2016
- Organizations will be encouraged to complete a student evaluation by August 31, 2016
- Students will attend a summer of service celebration on campus in early September 2016

If participating organizations or students have any questions or concerns, please contact Travis Lovett, CPIC Director, at tlovett@fas.harvard.edu.