



## CHAPMAN UNIVERSITY RISK MANAGEMENT

Allan F. Brooks, CPCU, ARM, Director, Risk Management  
Phone 714-532-7794  
[abrooks@chapman.edu](mailto:abrooks@chapman.edu)

One University Dr.  
Orange, CA 92866

---

June 1, 2019

Dear Employer,

Thank you for your interest in Chapman University Internship programs. We appreciate your assistance in providing our students with the opportunity to gain valuable, practical and relevant work experience that will support their future career objectives. We hope that you and your intern(s) find this to be a mutually rewarding experience.

For your information, Chapman University is insured for purposes of General Liability Insurance, with coverage that extends to acts of students while serving in a supervised internship program in satisfaction of course requirements. Our coverage is with United Educators, a licensed insurance company owned and governed by the nearly 1300 member colleges, universities, independent schools, public school districts, public school insurance pools, and related organizations throughout the United States. United Educators is Rated A+ (Excellent) by A.M. Best, the independent rating agency for insurance companies.

Please note that inasmuch as interns are not serving under the employ of Chapman University, we do not provide workers' compensation or other insurance benefits. For information as may relate to the insurance currently maintained by any individual student intern, such as health insurance, you may contact them directly.

If you have any questions with regard to Chapman University insurance, please contact me by phone at 714-532-7794, Kortney Hughes at 714-532-6031 or by email at [RiskManagement@chapman.edu](mailto:RiskManagement@chapman.edu). Questions related to compensation and/or benefits for interns should be addressed with the State of California [Department of Industrial Relations](#) or with your legal or accounting advisors.

For any other questions with regard to the internship, please contact Alexis Tai, Internship Coordinator at the Career Development Center at (714) 744-7688 or by email at [internships@chapman.edu](mailto:internships@chapman.edu).

Again, thank you for your ongoing support and assistance with this internship experience.

With kindest regards, I am

Very truly yours

Allan F. Brooks, CPCU, ARM, ARe, AU  
Director, Risk Management