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**Internship Policy**

Student Learning Outcomes:

1) To gain professional experience while working with professionals in a student's chosen field.

2) To experience career alternatives to further define a student's interest.

3) To experience the application of scientific knowledge and practice to problems of societal importance.

4) To further a student's collaborative work skills.

5) To make a substantive contribution to a community, industry, agency, commercial, or academic project.

Internship Guidelines:

1) Internships are supervised by an FGCU faculty member and a staff person from the host institution.

2) The supervisor(s) and student intern negotiate the details of a work schedule, and products for evaluation. This is reflected in a contract (see below) that is signed by all three.

3) FGCU requires:

a. That the student learning outcomes be included.

b. That the student reports back to the FGCU community on the nature of the experience.

4) There is no set number of hours per week or length of an internship, nor do the start and end times of an internship experience need to be related to our semester schedule.

5) The formula for awarding internship credit is based on one credit hour equal to 45 hours of internship work totaling 135 hours for the 3-credit hour course (EVR/ISC 4940).

6) Internship credit may be awarded retroactively.

7) Grading scale is U/S.

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**Student**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CRN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sponsoring Organization**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FGCU Intern Advisor**: Molly Nation

Phone: 239-590-7242 Email: [mnation@fgcu.edu](mailto:mnation@fgcu.edu)

Contract Terms

Hours Committed (45 hours per credit): 135 hours

Responsibilities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Products: Journal, Writing Assignments

Signatures

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FGCU Student Representative

Sponsoring Organization

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Florida Gulf Coast University

Internship Advisor (Molly Nation)