

INFORMATION SHEET

GEOG 3990, Internship in Geography

The Internship in Geography is a 3 credit hours course. It carries a grade of S or U reflecting a student's performance of internship requirements as described below.

Internships may be arranged on a full-time or part-time basis, so long as no less than 200 hours of working time is spent on-the-job during the semester enrolled. Each internships earn 3 credit hours, however GEOG 3990 can be repeated for a total of 6 hours.

The purpose of the internship is to provide an opportunity for students to obtain supervised experience in applying their geographic knowledge and skills in the workplace environment. Placement may be with public sector organizations and agencies or private sector business and professions. The internship may be paid or non-paying. The Geography Department will assist students in finding internships, but primary responsibility for locating and securing placements rests with the student. For example, students interested in internships should seek leads from the University's Career Placement Office, other intern programs like the Student Conservation Association, former employers, and the many web sites devoted to internships. The acceptability of each proposed internship for academic credit will be judged on its own merits. In all instances there must be some geographic implications or relations in the assigned task or responsibilities. The job should not involve only menial work.

A proposed internship placement must be approved by the Geography Internship Coordinator before a student can register for internship credit (POD required). To obtain this approval, a student should: 1) consult with his/her undergraduate advisor about an internship option; 2) identify the hiring agency and direct supervisor; and, 3) meet with the Internship Coordinator to review proposed placement.

During any internship period, a student should feel free to contact the Internship Coordinator about any problems or questions. The Coordinator will be in touch (email, phone, letter) with the job supervisor periodically during the internship, and may on occasion, contact the student.

Prior to end of the semester, the intern will submit a STUDENT INTERNSHIP EVALUATION to the Internship Coordinator. The requirements of the report are described on a separate sheet.

The assigning of an S or U grade on an internship will be based on a student's timely and satisfactory submission of his/her evaluation report, on results of contacts with the student's supervisor and on the EMPLOYER'S EVALUATION OF STUDENT INTERN submitted to the internship coordinator.