

Internship & Co-op

Internship

(numbered 297, variable 1-6 credits)

(numbered 497, variable 1-9 credits)

- Students will have a site supervisor and course instructor for the work performed.
- All parties must sign the internship approval form, which will outline the responsibilities of the student, the course instructor and the site supervisor, and the hours expected to be completed.
- All additional requirements for employment (if any) should be identified prior to enrollment, and an outline of how these will be met explained to the student intern.
- Students will complete 50 hours for every credit earned.
- Students can earn a maximum of nine total internship credits between 297 and 497 courses while attending UWGB.
- Students must complete the hours at the site during the semester in which they are earning academic credit.
- During the fall and spring terms, students can begin counting hours two weeks before the first day of classes. Students can complete hours up to two weeks after the last day of final exams, if necessary, to reach the total number of credits needed to earn academic credit.
- During the summer term, students can begin counting hours two weeks before the first day of four-week 1 classes. Students can complete hours up to two weeks after the official end date of summer term, if necessary, to reach the total number of credits needed to earn academic credit.
- For January term internships, students should contact the course instructor to determine the feasibility of completing hours.

Standard Learning Outcomes:

At the completion of this experience, students will be able to:

- Integrate classroom theories and concepts into practical work experiences
- Reflect on how academic learning informs professional practice
- Evaluate potential career paths and clarify career interests and goals through hands-on experience
- Develop learning goals and assess the achievement of those goals
- Demonstrate effective communication, teamwork, critical thinking, and problem-solving skills in a professional setting
- Assess personal strengths and areas of growth through reflective activities
- Build professional relationships and expand industry networks

Co-op

(numbered 494, variable 1-2 credits)

Participation in a full-time position at a host organization providing direct, on-the-job experience with professionals already successful in the selected field. The co-op will be in a position closely related to a professional career associated with the major. Students must complete at least two (2) co-op credits during the fall or spring semester and one (1) credit in the summer to be considered full-time status. Course is repeatable for credit. No more than 6 credits may be used to meet requirements for a major and no more than 3 credits may be used to meet requirements for a minor; may vary by academic department.