College of Sciences
Getting Academic Credit for your Practical Experience

Internship and Co-operative Education Requirements

Prerequisites:

- ☐ Attend an Internship Orientation with the College of Sciences
- ☐ Meet the prerequisites for your major
- ☐ Good academic standing (GPA 2.0+)
- ☐ Junior standing (58 credit hours)
- ☐ Meet with Academic Advisor – be sure the class fits your schedule
- ☐ Get 'Cap Authorized' by Intern/Coop Coordinator or Liaison in CMC Sciences Satellite.
- ☐ Submit a Learning Contract to the CMC Sciences Satellite Office – include a detailed internship offer letter or a list of job responsibilities so the department may review the internship for relevance.

Additional Requirements by Major:

Major	Additional Prerequisites	Minimum Number of Work Hours*
Biology	-At least a college sophomore -Determined by department	100 hours
Chemistry and Biochemistry	-Determined by department	150 hours
Computer Science	-Completion of CS 361 or CS330 -50 credits completed -Approval of CS Faculty Supervisor for Internship	150 hours
Mathematics and Statistics	-Determined by department	150 hours
Ocean, Earth, Atmospheric Science	-Determined by department	150 hours
Physics	-Determined by department	120 hours
Psychology	-Major in Psychology -14 hours of Psychology at the 300/400 course level -Completion of PSYC 317 with 318W completed or in progress -Interview with the CMC for all students and interview with the Faculty Advisor for Clinical Practicum students	120 hours *(eight hours per week at a an approved community agency)*

***The minimum number of work hours may be reduced (with department approval) if student opts to receive less credits for the internship. See catalog for credit ranges.**

Requirements to receive a grade at the end of the semester:

- A **work report** (paper) signed by site supervisor, describing the activities performed*
- Completed Student Satisfaction Survey: **you will receive this by email**
- Completed Supervisor Rating Scale: **they will receive this by email**
- Updated resume*
- Professional Literature Review (CS graduate students)

*Psychology practicum students receive alternate assignments from the faculty supervisor of PSYC 371.