Alexandria Technical and Community College

IDES 2704: Internship

A. COURSE DESCRIPTION

Credits: 4
Lecture Hours/Week: *.*
Lab Hours/Week: *.*
OJT Hours/Week: 12

Prerequisites:
This course requires the following prerequisite
IDES 2633 - Professional Practices (Number of Years Valid: 5)

Corequisites: None
MnTC Goals: None

Internship is a supervised student occupational experience (SOE) at an approved employment training station. Forty-eight hours of SOE are required for each internship credit. The working situation is consistent with the student's career goals and program objectives. The internship provides students the opportunity to experience full-time (30 hours per week or greater), paid, business and industry entry-level, training-related student occupational work experience, while simultaneously having the advantage of being supervised by a program instructor/Coordinator. Any modifications to this internship policy must be endorsed by the program advisor and approved by Academic Affairs. Students must have a minimum cumulative GPA of 2.00. Prerequisite: IDES 2633.

B. COURSE EFFECTIVE DATES: 06/11/2001 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Requirements of a full time, paid work experience.
2. Agreement forms.
3. Training plan development.
4. Professional etiquette.
5. Industry competence and dependability.
7. Journal documentation.
8. Addressing all content area of training plan.
9. Coordinator communication.
10. Site visit and tour.
11. Internship site and program evaluation.
12. Final paperwork follow through.

D. LEARNING OUTCOMES (General)

1. The learner will meet Employer Expectations.
2. The learner will relate classroom learning to workplace.
3. The learner will report employment responsibilities and training relevance to internship coordinator.
E. Minnesota Transfer Curriculum Goal Area(s) and Competencies
   None

F. LEARNER OUTCOMES ASSESSMENT
   As noted on course syllabus

G. SPECIAL INFORMATION
   None noted