A. COURSE DESCRIPTION
   Credits: 2
   Lecture Hours/Week: *.*
   Lab Hours/Week: *.*
   OJT Hours/Week: 6
   Prerequisites: None
   Corequisites: None
   MnTC Goals: None

   Internship is a supervised student occupational experience (SOE) at an approved employment training station. The working situation is consistent with the learner's career goals and program objectives. The internship provides the learners an opportunity to experience employment while simultaneously having the advantage program instructor/coordinator support. Forty-eight hours of SOE are required for each internship credit. Prerequisite: Learners must have a minimum cumulative GPA of 2.0.

B. COURSE EFFECTIVE DATES: 08/22/2016 - Present

C. OUTLINE OF MAJOR CONTENT AREAS
   1. Understand workplace etiquette.
   2. Apply program knowledge to workplace duties.
   3. Utilize communication skills, specifically job terminology.
   4. Understand record keeping functions.
   5. Demonstrate dependability.
   6. Maintain confidentiality and Health Information Portability and Accountability Act (HIPAA) requirements.
   7. Understand policies and procedures as they relate to employment.

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