Georgia Institute of Technology

Office of Undergraduate Education

Center for Career Discovery & Development (C2D2)

**INTN 2003**

**P/T Professional Internship**

**(3 credit hours)**

**Instructor – C2D2 Career Development Advisors**

E-mail: C2D2 Career Development Advisors

Office – Bill Moore Student Success Building, First Floor

Office hours: Walk-in Hours posted on website, or by appointment

**Recommended Textbook:**

None

**Additional sources:**

None

**Grading:**

Audit

**Attendance:**

Student are expected to work 10 to 12 weeks in the summer semester or 16 to 18 weeks in the fall/spring semesters.

**Prerequisites:**

None

**Goal:**

To provide opportunity for students to gain work experience in their field, determine if they have an interest in a particular career, create a network of contacts in their industry of interest, and receive academic recognition for their work experience.

**Learning Objectives:**

Upon completion of this course, students will:

1. Have the ability to function on multi-disciplinary or cross-functional teams.
2. Have the understanding of professional and ethical responsibilities.
3. Have the ability to apply knowledge of their specific education field to professional practice.
4. Gain knowledge of contemporary issues in their discipline.
5. Have the ability to develop viable solutions to discipline-specific problems.

**Description:**

Supervised professional work experience in the United States for undergraduate freshman or sophomore interns working 10-19 hours a week in their major field of study for a semester.

**Academic Integrity:**

Academic dishonesty will not be tolerated. This includes cheating, lying about course matters, plagiarism, or helping others commit a violation of the Honor Code. Some exams (when specifically announced in class) allow the use of self-prepared supporting information (one sheet of paper, either typed or handwritten, could be double-sided); no other support materials are allowed at tests. Plagiarism includes reproducing the words of others without both the use of quotation marks and citation. Students are reminded of the obligations and expectations associated with the Georgia Tech Academic Honor Code and Student Code of Conduct, available online at www.honor.gatech.edu.

**Learning Accommodations**:

n/a

**Schedule of Topics:**

Week 1: Report to Work

Week 3: Submit Assignment Record via CareerBuzz

Week 15: Submit Work Report via CareerBuzz

Week 16: Participate in Employer Evaluation and ensure Employer Evation is completed by supervisor via CareerBuzz. C2D2 will send supervisor the link