MANAGEMENT INTERNSHIP
MGT 483 (3 credits)
MGT 486 (6 credits)

The Management Internship course is a managerial field experience program in an organization under joint supervision of the instructor and a member of the host organization. The intent of this seminar is to provide for an opportunity to gain experience in an applied setting as a complement to the course work offered in the management program. It should provide an opportunity for you to reflect on how your academic coursework in Management is "fleshed out" in the "real world" and to develop professionally.

CRITERIA FOR INTERNSHIP POSITIONS:

Faculty members are available to assist you in selecting an area of concentration and placement for your fieldwork. All positions must be directly relevant to management, and involve tasks appropriate for individuals at the bachelor's degree level (planning, organizing, leading, controlling). Permission of the instructor is required for authorization of an internship site. In general, you should be at least a late sophomore and have completed MGT 200, MGT 313, and MGT 341.

NUMBER OF REQUIRED HOURS:

Approximately 180 hours is required for MGT 483 and 360 hours for MGT 486.

WRITTEN REQUIREMENTS (Reporting and Assessment):

A syllabus for the course will be sent to the student's email address upon approval. Development Plan, an internship journal, an updated resume, and a paper. Additionally, you will be required to submit documentation of hours worked, two letters of reference, and an evaluation from your site supervisor.

Please fill out this application and submit it to the Internship Coordinator. Faculty assigned to supervise internships for each semester will review it for approval.
MANAGEMENT INTERNSHIP APPLICATION

MGT 483 (3 credits) SPRING SUMMER FALL (Please circle the appropriate semester)

MGT 486 (6 credits) SPRING SUMMER FALL (Please circle the appropriate semester)

Is this a PAID Internship? ________

Student's Personal Information:

NAME: __________________________ DATE: __________________________

Student I.D. #: __________ G.P.A.: __________________________

Address DURING Internship _______________________________________

Phone# DURING Internship: __________ Email Address: __________

Courses that will be completed prior to start of internship (circle if applicable):

ACC 201  FIN 325  MKT 325  MGT200
MGT 313  MGT321  MGT 341  MGT431

OBJECTIVES (Please describe your learning and experiential objectives for this internship)

________________________________________________________________________

________________________________________________________________________

Contact Information of Host Organization Supervisor:

NAME: __________________________ TITLE: __________________________

PHONE: __________________________ Email Address: __________

Company/Organization Name: ____________________________________________

Company/Organization Address: ___________________________________________

ATTACH A COPY OF THE INTERNSHIP JOB DESCRIPTION as prepared by the Host Organization.