

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 MGT486.

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.