



# AtmosSci 4191: Internship in Atmospheric Sciences GEOG 4191: Internship in Geography

Internship Contact: Dr. Nancy Ettliger ettlinger.1@osu.edu  
Undergraduate Studies Committee Chair

---

## Overview

---

An internship is a career-related, educational, work experience where a student takes on a role as a worker in an organization. Internships provide students with the opportunity to gain hands-on experience, the chance to “test” various careers and work environments, the opportunity to identify and develop career-related skills and abilities, and also provide a chance to connect with professionals for future networking. The experience is intended to help prepare students for a career by adding to their resumes and expanding their knowledge beyond the classroom. It is expected that proposed internships be related to a student’s academic major with an opportunity to apply what has been learned in major coursework.

---

## Academic Guidelines

---

Atmospheric Sciences 4191 and Geography 4191 are the online courses that provide students the opportunity to earn academic credit for their internship experiences.

- Students can earn 1-5 credit hours for their experience.
- Interns are required to work a minimum of fifty (50) hours for each one (1) credit hour. Hours per week vary based upon length of academic term and credit hours to be earned.
- Hours must be completed within the term of enrollment for AtmosSci 4191 or GEOG 4191.
- Grades for the course are based on the report submitted by the supervisor and completion and quality of the student assignments. The course is graded satisfactory/unsatisfactory (S/U).
- Students must have completed 12 credit hours within their major before they can enroll in AtmosSci 4191 or GEOG 4191.

The organization where the student is interning is required to complete a final performance evaluation for the Department of Geography.

---

## Process to Enroll

---

Students seeking to enroll in AtmosSci 4191 or GEOG 4191 should complete the following:

- Research and seek out work or internship opportunities (Students are responsible for securing their own internship experience.)
- Secure the work/internship position (Student should inform the supervisor of the intent to pursue internship credit and the need to complete learning objectives for and to evaluate the work experience.)
- Complete the AtmosSci 4191/GEOG 4191 Enrollment Form
- Submit the completed Enrollment Form with a copy of the position description for the intended position to the Geography Department Internship Coordinator
- If internship is approved, the student will work with the Geography Academic Advisor to enroll.

The deadline for Submission of the AtmosSci 4191/GEOG 4191 Enrollment Form is 10 business days prior to the start of the term to allow sufficient time for instructor review and enrollment by start of term.

---

## Campus Resources

---

### **Center for Career and Professional Success**

College of Arts & Sciences  
100 Denney Hall  
[www.asccareerservices.osu.edu](http://www.asccareerservices.osu.edu)  
614-292-7055

- Access Handshake (OSU's online database of internships and jobs)
- Meet with a Career Coach to begin building career readiness competencies, identifying and mapping your career goals, and prepare for a lifetime of success!
- Utilize workshops and career fairs to prepare and find an internship

To utilize the Center for Career and Professional Success effectively

1. Have a resume review done during walk-in hours
2. Set up a profile (with resume) on Handshake
3. Schedule an appointment with a Career Coach (completed resume required)
4. Engage with the numerous career preparation programs, networking events and career fairs offered

### **Career Counseling and Support Services**

Younkin Success Center, 2<sup>nd</sup> Floor  
[www.ccss.osu.edu](http://www.ccss.osu.edu)  
614-688-3898