



## AtmosSci 5191: Internship in Atmospheric Sciences GEOG 5191: Internship in Geography

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### Overview

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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.

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### Academic Guidelines

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Atmospheric Sciences 5191 and Geography 5191 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 5191 or GEOG 5191.
- Grades for the course are based on the reports 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 5191 or GEOG 5191.

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

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### Process to Enroll

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Students seeking to enroll in AtmosSci 5191 or GEOG 5191 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 5191/GEOG 5191 Enrollment Form
- Submit the completed Enrollment Form 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 5191/GEOG 5191 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.

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## Campus Resources

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### **Arts & Sciences Career Services**

100 Denney Hall

[www.asccareerservices.osu.edu](http://www.asccareerservices.osu.edu)

614-292-7055

- Handshake (OSU's online database of internships and jobs)
- Utilize workshops and career fairs to prepare and find an internship

To utilize Arts and Sciences Career Services 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 Prep Advisor (completed resume required)

### **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