Graduate School POLICY: Internship Definition

A. Purpose and Scope
   The purpose of this policy is to provide a university-wide definition of an internship.

B. Definition(s)
   Cal U has adopted the Pennsylvania State System of Higher Education’s definition for internships for reporting purposes.

C. Policy
   Cal U uses the Pennsylvania State System of Higher Education definition for internships: “formal arrangements designed to provide opportunities for students to study and experience professional career interests outside the university but under supervision by the appropriate academic department or program. All internships must have faculty and departmental approval. Includes student teaching assignments. Includes all credit internship experiences whose primary intent is to provide an out of classroom experience and is supervised by a faculty member. These include: Credit Student Teaching Assignment, Credit Practicum, Credit Clinical Field Experience, and Other Credit Internship/Field Experience. Excludes service learning.”

D. Procedure
   Data will be collected on all experiences as defined above for any reports to the PA State System of Higher Education. These data will be collected through the Banner System by the Internship Center; reports will be available from the Internship Center as requested.

E. Effective date: January 20, 2009
   Updated date: July 29, 2015
   Amended: