



# California University of Pennsylvania

## **POLICY: Internship Credits and Work Hours**

**A. Purpose and Scope:**

The purpose of this policy is to define the number of credits and required hours of work associated with an internship.

**B. Definition (s):**

Students must complete a specified number of work hours to gain credit for their internship.

**C. Policy:**

For the majority of academic programs, the standard internship entails at least 40 hours of work per credit. There are higher minimums in some programs. Students should check with their departments to determine the requirements. The number of credits typically ranges between 3 and 12 credits.

**D. Procedure:**

Students will work with their faculty advisors to determine the number of credits that fit into their academic plan and how many will be awarded. This information will be shared with the on-site supervisor.

**E. Effective Date:** January 20, 2009

**Updated date:** August 15, 2010

**Amended:**