



California University of Pennsylvania

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 required reports to the PA State System of Higher Education. This data will be collected through the student information system by Information Technology Services and verified by the Internship Center. The Internship Center will provide information on out of state internships. Reports will be available from the Internship Center as requested.

E. Effective date: January 20, 2009

Updated date: August 15, 2010