

Geog 688: Geographic Internship (2-6 units)

Prerequisites: Minimum of 15 units in Geography and consent of instructor. In general, internships are most appropriate for students who have achieved Senior standing.

Course content: Practical geographic assignments with sponsoring agencies or organizations. May be repeated to a maximum of 6 units. (Note: These units are not applicable toward M.A. degree requirements.)

To arrange an internship:

- Contact an appropriate faculty supervisor *in advance* of the semester during which you want to arrange an internship, or no later than the beginning of the semester. You must have had previous coursework with this faculty member and they must be willing to supervise your internship.
- You may pursue internship leads from the department files (see postings on the Internship bulletin boards outside HSS 283 or on the department website) or you may cultivate an internship opportunity yourself, with faculty guidance.
- The purpose of an internship is to demonstrate/develop competencies in applied aspects of geography. To be approved for course credit, your prospective internship must involve a geographic technique or application.

To determine units/work schedule:

- You must be able to devote enough time to an internship to make it worth the sponsoring organization's time. A two-unit internship (the minimum allowed) requires six (6) hours per week throughout the semester (15 weeks.) Each additional unit of course credit requires three additional hours of work per week. A six-unit internship requires eighteen (18) hours per week.
- Internship units are added to regular course load. SFSU requires students to petition for permission to exceed 19 units in a semester. In most cases, exceeding a standard course load is not advisable.

Course requirements and evaluation:

- Develop a written job description with your internship supervisor detailing your internship activities, responsibilities and work schedule. Submit this to your faculty supervisor during the first three weeks of the semester. Include work address/location and name and contact information for your internship supervisor.
- Schedule three meetings during the term to discuss your internship with your faculty supervisor, preferably at five-week intervals.
- Bring a written self-assessment of your internship involvement to your faculty supervisor at the last scheduled meeting. Include examples of your work (if possible) and attach a letter of reference from your internship supervisor. These materials will form the basis for your course grade.