Western Illinois University

Department of Sociology and Anthropology

Sociology Internship (SOC 698)

Soc 698: Internship Presentation - Students in the internship degree option present a paper on their internship. The paper will be approved by a committee of two faculty members and the chairperson of the departmental graduate committee. 0 s.h.

1. **CONTACT INFORMATION**

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1. **PROTOCOL**

A. Students who completed all requirements of the graduate internship in sociology (Soc

 694) should submit a paper on their graduate internship for approval from two

 sociology professors and the graduate sociology adviser (i.e., chair of the graduate

 committee).

 B. Students who had received this approval are then able to present their paper on their

 graduate internship in sociology to the department—to meet the requirements of Soc

 698: Internship Presentation.

 C. Following past convention of the department, the presentation of this paper about the

 graduate internship should be made in the department with the internship adviser (i.e.,

 sociology professor), the graduate sociology adviser, and the department chair, in

 attendance.

 D. The two sociology professors, who approved the graduate internship paper, will

 attend this paper presentation in the department, as scheduling permits.

3. **APPLICATION REQUIREMENTS**

1. The paper on the graduate internship in sociology must meet the approval requirements before students can make the internship paper presentation to sociology faculty in the department.

4. **REGISTRATION REQUIREMENTS**

 A. Students should meet with the department chair to request permission to enroll in

 Soc 698 (Internship Presentation).

 B. The department chair will review all approval requirements for Soc 694 (Graduate

 Internship) and Soc 698 (Internship Presentation) and upon the graduate student

 meeting the requirements, the department chair will register him/her in Soc 698

 (Internship Presentation).

5. **STUDENT INTERNSHIP RESPONSIBILITY**: It is the responsibility of the internship student to complete all of the requirements listed below and submit materials to the University Internship Supervisor.

 A. Students who seek to do the internship presentation (Soc 698) must complete all of the on

site work requirements as well as the report and paper requirements of the graduate internship (Soc 694), as specified by the internship adviser (i.e., sociology professor).

6. **ON-SITE SUPERVISOR RESPONSIBILITY:**

1. The site coordinator’s report is submitted to verify that the students: accumulated all the needed contact /work hours and completed all responsibilities and tasks required during the internship. The overall performance of the student is also evaluated in the site coordinator’s report.

**7. UNIVERSITY COORDINATOR RESPONSIBILITY:**

1. Evaluate the student’s internship presentation made to the department.
2. Assign “S/U” grade at completion of evaluation; the department chair then submits that grade as the final grade for Soc 698.