

Political Science Internship Requirements

The following assignments are required of interns from Northwest Missouri State University as part of the course expectations:

1. Daily log (journal) to be kept by each intern

This should reflect not only a conscious effort to keep track of your thoughts and activities during the internship, but also to evaluate the environment in which you work. Observe the agency organization and people around you -- what's happening on a day-to-day basis, problems, etc., and put yourself into that broader environment.

2. Evaluation paper

At the end of the internship we require an evaluation paper. This paper should include the following elements:

- A. An outline discussion of the purpose and organization of the agency within which you are an intern.
- B. A description of how you fit into that agency.
- C. A description of your internship activities.
- D. An evaluation of the agency internship.
- E. An evaluation of the internship program and people (not individuals, but roles as advisors, etc.).
- F. An evaluation of your training at Northwest Missouri State University as it pertains to the workplace of the internship, e.g. courses that were useful - or not. What courses or materials are needed to enhance preparation for the internship.

3. Work Requirements for Interns

- A. A 3-hour internship requires 10 hours a week for 15 weeks or 150 hours.
- B. An 8-hour internship requires 20 hours a week for 15 weeks or 300 hours.
- C. An 11-hour internship requires 30-40 hours a week for 15 weeks or 450 hours.

If there are any questions on this requirement or on any aspect of the internship, please contact me.

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