

Semester: _____ fall ___X___ spring _____ summer

THE UNIVERSITY OF AKRON
Emergency Management- Bachelor of Science

INTERNSHIP PROGRAM

College Credit:

Credit hours will be awarded for work experience where the program meets the standards as set forth by The University of Akron's Emergency Management Program.

Internship: (0 + 6:495(3 credits)

The work experience will be identified as an Internship program which assigns the student to various Emergency Management (or related) business and government programs. The student will be required to work a total of three hundred (300) hours

grade and the final report grade.

Internship Information:

I. GOAL

The purpose of the Intern experience is to provide opportunities for students to acquire skills and abilities in Emergency Management which supplement classroom and field instruction. Students should be mentored by a supervisor and involved in emergency management processes as much as possible through writing, meetings, trainings, and other educational opportunities.

Since the Intern experience is scheduled in the final year of the bachelor degree program, the student should be able to observe the application of information studied during the first year of instruction, and be able to understand the application of information to be studied in the classroom during the second year.

II. GENERAL

The Internship placement will be arranged on an individual basis with the student, area agencies and corporations, and The University of Akron's Emergency Management Program.

Placement agreements may be terminated by any of the three parties involved where sufficient reason is established. However, a minimum of one-week notice must be given so that all measures can be taken to assure fair treatment to all concerned.

While participating in the Internship program, the student is registered with the University and is subject to the jurisdiction and discipline of the college.

The student is required to submit one report as outlined in the Report, Section III. The final report is due upon completion of the Internship experience and is to be a comprehensive summary of all activities. It should also include any new knowledge and skills learned to date.

The final report is to be (h)-3(e)-3(l)6(n)-3(te)-5(rns)9(h)-3(n)-3(-3(e)6((h)-3(e)-57.14 T2o7d1sr

IV. DAILY ACTIVITY LOG

The Intern will maintain a daily activity log throughout the 300-hour experience (see sample Form 4).

V. STUDENT RESPONSIBILITIES

The Intern agrees to work with their selected technical area during the training period. The student will complete the Internship application (Form 1). This application will be used in screening and selecting interns.

The student agrees to conform to the normal work hours of the organization. However, it may be necessary to work longer hours during a peak time (at least 300 hours per semester, 20 hours per week). The student will sign a release of liability form provided by the University and the agency (Form 3).

The student is expected to:

1. Perform in deed and word to the agency's best interest.
2. Perform all duties requested by the agency cheerfully and to the best of their ability.
3. Refrain from discussing agency business without permission, and certainly never to the detriment of the business.
4. Report to work on time.
5. Be neat in appearance.
6. Be courteous at all times.
7. Be a credit to the agency, college and program.
8. Be observant of the activities of the agency so that the work experience will be valuable training experience.
9. Secure permission from the agency before taking any time off from the job.
10. Refrain from smoking during work hours.
11. Notify the Director of the Internship of any serious problems that arise immediately.
12. Register for the Internship and the evaluation at The University of Akron.

