

COCONINO COMMUNITY COLLEGE

COURSE OUTLINE

Prepared by: P. Holbrook
Status: Permanent

Date: Spring 2004

A. Identification:

1. Subject Area: BUS
2. Course Number: 289
3. Course Title: BUSINESS INTERNSHIP
4. Credit Hrs: 1-6
5. Catalog Description:

Designed for students who are looking for paid or voluntary, practical application of applied business principles. Agreed upon internship will have a direct link to responsibilities regarding the business aspects of management, finance, customer service, or marketing. Credit hours will be negotiated based on the successful completion of a course contract. Each credit hour requires the completion of a minimum of 45 hours of related work as indicated by the course contract. Prior experience or course work in the area of interest is required. Credit hours: one to six. May be taken for S/U credit.

B. Course Goals:

To provide students with the necessary real-life employment experiences to accomplish the agreed upon course content and outcomes. A contract including course content, outcomes, and evaluation procedures must be agreed to by the faculty of record, student and Department Chair, prior to the start of the work program. The faculty of record will conduct formal reviews at least twice at agreed upon times as stated in the student contract. Employers will agree to support course outcomes stated in the student contract and to complete a student evaluation at the end of the course.

C. Course Outcomes:

The course contract will state specific student outcomes developed by the faculty of record, based on course content, and approved by the Department Chair. The contract will indicate specific actions the student will take to satisfy course outcomes.

D. Course Outcomes Assessment:

Students will:

Complete a project mutually agreed upon by the faculty member of record
and/or department
chair and student to ensure the outcomes of the internship are met.

E. Course Content:

A contract stating course content topics will be developed by the student, faculty of record, and Department Chair.