



Policy: Internship and Practicum

Effective: June 1, 2020

Policy Type: Faculty

Responsible Department: Registrar Office

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**Policy:** To meet graduation requirements, students in traditional undergraduate programs must complete a minimum of 3 and maximum of 12 credits of Internship and Practicum. Schools or Academic Departments are responsible for decisions concerning how their students will meet Experiential Learning credits.

- 1.0 Internship and Practicum is a broad, creative education concept that demonstrates what students can do with what they know. It emphasizes commitment to analytic inquiry, active learning, real-world problem solving, and innovation. It may be demonstrated through traditional and non-traditional assignments and links knowledge and/or skills acquired in work, community, and/or research activities with knowledge acquired in one or more disciplines through a project, paper, or performance. Internship and Practicum is a core element of an undergraduate's experience at Grace College.
- 2.0 Schools or academic departments are responsible for decisions concerning how their students will meet Internship and Practicum credits.
- 3.0 Students will earn Internship and Practicum credits in two ways:
  - 3.1 As part of non-traditional courses in the major, minor, and Grace Core (e.g. student teaching, internships, practicum).
  - 3.2 As part of engaging with campus and community experiences separate from courses (e.g., study abroad, job shadowing, community service).
- 4.0 To meet graduation requirements, students must complete:
  - 4.1 A minimum of 120 total credits, and
  - 4.2 A minimum of 3 credits must be Internship and Practicum credits.
- 5.0 Internship and Practicum credits may not be awarded retroactively and students must register for the credits in the same semester in which the Internship and Practicum occurs.
- 6.0 Students register for Internship and Practicum classes (those not already set up in the registration management system) by completing an Internship and Practicum application dependent on the school.
- 7.0 These terms vary by discipline and school.

### Revision Process and History

- All revisions to the policy must be approved by the Chief Academic Officer.

Date	Description of Revision
6-1-2020	Policy effective