o Contact your ***faculty advisor*** to verify requirements for your major.
   - Do you need an internship? If so, how many hours, etc.
   - Who will be your internship advisor for this course?
   - **Have you met your pre-requisites?**

CSCI 498 Internship in Computer Science
PREREQUISITE:
   18 hours of CSCI core courses, a minimum GPA of 2.75, and a minimum of 30 semester hours at The University of Findlay
This course involves a guided work-study experience with a cooperating organization approved and supervised by the Department of Computer Science. Students will keep a detailed log of their work experience and will prepare a final report. Up to 12 hours may be earned in one semester. This course will be graded S/U and may be repeated with a maximum of 15 semester hours applying toward a degree.

CREDITS	DISTRIBUTION
1 to 12	U1

GRAD 590 Curricular Practical Training Experience (CPT)
PREREQUISITE:
   Students must have completed three terms (minimum of 18 hours) and have at least a 3.25 GPA to qualify for a CPT experience, in addition to meeting the requirements for CPT established by federal guidelines.
Graduate international students approved for a CPT/Curricular Practical Training experience must enroll in **GRAD 590** for each term of the CPT experience. Course activities are designed to ensure quality of the learning experience for the student. The student must meet with the faculty instructor to decide upon learning outcomes for each term of the CPT experience and the work to be completed for the course. All CPT assignments must be approved by the appropriate faculty adviser, dean of the college, The University of Findlay's assistant director of immigration and the internship and cooperative education program director. This course may be repeated for up to six credit hours.

CREDITS
1 to 2

If either of these have not been met, you will need special permission from your faculty internship advisor in order to proceed, and your advisor should email me at strathman@findlay.edu prior to our meeting.

o Contact your ***internship advisor***.
   - **Email the job description to the internship advisor for verification.** Is the internship within your major?
   - Discuss the following with your internship advisor:
     o Is your financial responsibility statement completed?
     o What is the internship Course Code?
     o Is the internship for credit? Non-credit? CPT experience?
     o Will you be in Overload?
        If over 18 semester hours, faculty internship advisor must fill out overload form.
     o What are 3 learning objectives you hope to gain through this internship?
        Use the course objectives from the syllabus to help you write your learning objectives
     o What assignments go along with this internship?

o Both you and your site supervisor will be asked to complete a brief **MID-TERM** and **FINAL EVALUATIONS** through survey monkey. You will both receive an email with the link to the evaluation included.

*When you report an internship through our office, (whether for credit or not),
you are eligible to be nominated for our annual Intern of the Year award! So always report your internship!*