I. Catalog Description and Credit Hours of Course:

A career-related work experience in Hospitality Management which focuses on skill development and application of academic principles and concepts. Four (4) to twelve (12) credit hours.

II. Prerequisite(s):

Seventy-five or more total hours and an earned cumulative grade point average of 2.50. Students must have completed a minimum of 18 hours with a grade point average of 2.5 in Hospitality Management classes, unless waived by the faculty coordinator and department chairperson.

III. Purposes or Objectives of the Course:

A. To practice hospitality industry skills in a work environment.
B. To practice management skills in a work environment.
C. To evaluate the hospitality environments from both the employee and management points of view.
D. To apply theoretical principles of hospitality management in a work environment.

IV. Expectations of Students:

A. To follow the policies and procedures listed in the Department of Human Environmental Studies “Internship Policies and Procedures” document.
B. To comply with the rules and regulations governing other employees or participants of the cooperating business or organization.
C. To maintain records of activities and complete internship reports and self-evaluations.
D. To provide the supervisor and internship coordinator with a resume, transcripts of academic record, program of study, and three personal recommendations from non-family members.
V. Course Content or Outline:

The content and scope of the internship will be established by the co-operating organization with the input and approval of the faculty coordinator. The procedures are outlined in the Department of Human Environmental Studies “Internship Policies and Procedures.”

VI. Textbook(s) and/or Other Required Materials or Equipment:

None

VII. Basis for Student Evaluation:

- Daily journal and comprehensive self-evaluation: 33%
- Cooperating supervisor’s evaluation: 33%
- Faculty internship coordinator’s assessment: 34%

**TOTAL** 100%