

Syllabus: CJSA 2388 Internship in Criminal Justice

Text(s):None.

Course Description (144 lab hours-3 credit hours): An experience external to the college for an advanced student in the specialized field involving a written agreement between the educational institution and a criminal justice agency. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes.

General Course Objectives:

1. To create a vita for use in the agency interview.
2. To work with the Chair of the Criminal Justice Department to identify an appropriate criminal justice agency to perform the internship with.
3. To interview with the head of the agency you wish to intern with.
4. To work with the agency's representative and the Chair of the Criminal Justice department to develop specific learning experiences.
5. To follow the agencies' policies regarding dress, working hours, etc.
6. To document hours worked with the agency.
7. To write a report detailing your learning experiences.
8. To contact the Chair of the Criminal Justice Department on a regular basis to discuss your learning experiences.
9. To allow the student to experience the team concept and team skills by working with others on projects.
10. To provide the student experience in acquiring and using information from a variety of sources.
11. To provide the student with experience using complex inter -relationship skills
12. To allow the student to work with a variety of applied technologies.
13. The student is taught to think creatively, make decisions, solve problems, visualize with the mind's eye, reason, and how to acquire and apply new knowledge and skills.
14. To teach the student the importance of: responsibility, self-esteem, social skills, self-management, integrity and honesty in personal life and in the work place.
15. To teach the student to apply and use high technology computer systems.

Methods of Instruction:

1. Methods of instruction include: lecture, discussion, demonstration, on the job training.
2. The student is required to show up for work on time, listen, participate in discussions and make a written report at the end of the Internship as well as regular reports to the director of the Criminal Justice Department.

Evaluation Methods:

The student will be evaluated on the basis of his/her achievement on the written end of internship report, on their completion of the 130 hours with the agency and on contacting the Chair of the Criminal Justice Department on a regular basis 14 hours.

Grading Policy:

The final grade will be calculated as follows: 50 points for completion of the 130 hours with the agency, 25 points for completing the final report and 25 points for keeping regular meetings with the Chair of the Criminal Justice Department. A letter grade will be assigned at that time in accordance with the policy of Grayson County College as stated in the current College Catalog.

Attendance Policy:

Be at work when assigned, report to the Chair of the Criminal Justice Department on a regular basis.

Students with any special needs should inform the instructor during the first week of the course so that appropriate and reasonable accommodation may be made.

Cheating is not permitted and will result in your failure of the course.

Students are expected to maintain proper decorum that includes respect for agency coworkers and their clients.

Instructor Information:

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