**POLITICAL SCIENCE 451**

**SUPERVISED INTERNSHIP/LEGAL PRACTICUM**

DIRECTOR/

TEACHER OFFICE OFFICE HOURS PHONE

Klein, L 208 GB By appointment only 501-380-9006 (cell for summer)

**REQUIREMENTS:**

1. Set up an interview with the faculty member to discuss objectives and requirements.

2. Contact office where a relevant internship may be set up.

3. A letter of acceptance from office and/or individual where student is interned must be submitted to the faculty member.

4. A minimum of 75 hours of work is required for each credit hour earned.

5. A daily journal or log is required. Each entry must include: dates and hours worked, description of the activity, and a personal reaction or observation related to the activity.

6. Two papers are also required. For three hours of credit, the papers are required to be ten (10) pages minimum in length, and for one or two hours credit, the papers are required to be five (5) pages minimum in length.

(a) Paper #1 is a theory paper to be researched in the library. Paper #1 must have at least ten (10) scholarly sources with footnotes and a bibliography. The paper is to address a subject related to experiences in the internship. Paper #1 is due by approximately the midpoint of the internship (the exact date will be agreed between you and the instructor). Proper usage, grammar and syntax are important when assigning the grade for Paper #1. In matters of style, the authority will be the most recent edition of Kate L. Turabian’s A Manual for Writers of Term Papers, Theses, and Dissertations (Chicago: University of Chicago Press). The paper should be written in third person.

(b) Paper #2 is a practical reaction paper written at the end of the internship, to be written in first person. The student will draw on all experiences and relate the internship to the issue researched in Paper #1. No footnotes or bibliography are required. Paper #2 is due at the end of the internship.

7. The student is to report orally to the faculty member at least once a week, or as agreed between the student and the faculty member. The oral report will address the progress the student has made during the past week's activities.

8. Have an exit interview with the faculty member in which the accomplishments related to the internship objectives are substantiated.