

Art Department
Colorado State University - Pueblo

Policy on Internships

1. The primary objective and purpose of the internship is to provide an educational or learning experience for the student appropriate to their studies in art. Interns do not exist primarily as workers, although hands-on experience is appropriate.
2. The student must, in consultation with the professor of record and the site supervisor, come up with a plan that outlines activities to be performed, project and/or responsibilities, and dates on the Intern Placement Form.
3. The student must be enrolled in the appropriate course (*Art 494 Field Experience*) or an equivalent during the time the internship takes place. Course grade will be determined by the professor of record after reviewing the project and consulting with the site supervisor. All internships must be approved by the faculty advisor, the department faculty, and the department chair.
4. Only students who have completed a substantial portion of their major studies will normally be considered for internships. Interns are expected to perform in a professional manner as representatives of the university.
5. University policy is that minimum base contact hours for field experience is 3.0 hours per credit hour (i.e., a 3-hour course requires 9 hours field experience per week). In other words, for one 3-credit internship, the student must perform a total of 135 hours of field experience.