

**Murray State University**  
**COURSE SYLLABUS**

**DEPARTMENT: Early Childhood and Elementary Education**

**COURSE PREFIX: EDU**

**COURSE NUMBER: 490 CREDIT HOURS: 5**

**I. TITLE: Internship I**

**II. COURSE DESCRIPTION AND PREREQUISITE(S):**

This course is designed to provide students with a practical, in-depth experience for career-related fields in education. Students will be expected to demonstrate 90 hours each semester in an instructor approved setting most closely related to the student's area of study. Course will be graded as a pass/fail.

**Prerequisite(s):** Instructor permission required

**III. COURSE OBJECTIVES:**

The student will be able to

- A. demonstrate appropriate behavior in a professional setting, including confidentiality;
- B. demonstrate the ability to design and implement instructional methods appropriate for their area of study;
- C. demonstrate the ability to create assessment tools to determine skill development; and
- D. demonstrate appropriate content knowledge as related to their placement experiences which will be reflected in the creation of a portfolio to be submitted as a final project.

**IV. CONTENT OUTLINE:**

- A. Policies regarding ethics and confidentiality in professional settings
- B. Desired learning
- C. Review scoring criteria for supervisor evaluations
- D. Injury prevention and rehabilitation
- E. NCAA compliance regulations for athletes
- F. Facility operations
- G. Health and wellness coordination
- H. ADA compliance regulations for public schools and recreation facilities

**V. INSTRUCTIONAL ACTIVITIES:**

Student will be supervised and work directly with the professional staff of the placement as well as attend five in-class meetings of two hours each for discussion, instruction, and reflection. Students will submit reflective papers which demonstrate the desired learner outcomes. Students will submit one written assignment a week which will serve to identify and problem solve current trends and issues in the field. Students will conduct an interview of their placement supervisor to determine trends and issues most prevalent in the field and best practices.

**VI. FIELD, CLINICAL, AND/OR LABORATORY EXPERIENCE:**

Due to the experiential nature of the internship, activities include 90 hours of hands-on learning in an instructor approved setting.

**VII. TEXT(S) AND RESOURCES:**

Students will obtain an internship handbook which will include expectations, assignments, portfolio information, contract agreements with the placement supervisor, and a certification of placement completion.

**VIII. EVALUATION AND GRADING PROCEDURES:**

Upon successful completion of the internship course pack, students will be given a pass/fail grade.

**IX. ATTENDANCE POLICY:**

Students are expected to adhere to the MSU Attendance Policy outlined in the current *MSU Bulletin*.

**X. ACADEMIC HONESTY POLICY**

Murray State University takes seriously its moral and educational obligation to maintain high standards of academic honesty and ethical behavior. Instructors are expected to evaluate students' academic achievements accurately, as well as ascertain that work submitted by students is authentic and the result of their own efforts, and consistent with established academic standards. Students are obligated to respect and abide by the basic standards of personal and professional integrity.

**Violations of Academic Honesty include:**

**Cheating** - Intentionally using or attempting to use unauthorized information such as books, notes, study aids, or other electronic, online, or digital devices in any academic exercise; as well as unauthorized communication of information by any means to or from others during any academic exercise.

**Fabrication and Falsification** - Intentional alteration or invention of any information or citation in an academic exercise. Falsification involves changing information whereas fabrication involves inventing or counterfeiting information.

**Multiple Submission** - The submission of substantial portions of the same academic work, including oral reports, for credit more than once without authorization from the instructor.

**Plagiarism** - Intentionally or knowingly representing the words, ideas, creative work, or data of someone else as one's own in any academic exercise, without due and proper acknowledgement.

Instructors should outline their expectations that may go beyond the scope of this policy at the beginning of each course and identify such expectations and restrictions in the course syllabus. When an instructor receives evidence, either directly or indirectly, of academic dishonesty, he or she should investigate the instance. The faculty member should then take appropriate disciplinary action.

Disciplinary action may include, but is not limited to the following:

1) Requiring the student(s) to repeat the exercise or do additional related exercise(s).

- 2) Lowering the grade or failing the student(s) on the particular exercise(s) involved.
- 3) Lowering the grade or failing the student(s) in the course.

**If the disciplinary action results in the awarding of a grade of E in the course, the student(s) may not drop the course.**

Faculty reserve the right to invalidate any exercise or other evaluative measures if substantial evidence exists that the integrity of the exercise has been compromised. Faculty also reserve the right to document in the course syllabi further academic honesty policy elements related to the individual disciplines.

A student may appeal the decision of the faculty member with the department chair in writing within five working days. Note: If, at any point in this process, the student alleges that actions have taken place that may be in violation of the Murray State University Non-Discrimination Statement, this process must be suspended and the matter be directed to the Office of Institutional Diversity, Equity and Access. Any appeal will be forwarded to the appropriate university committee as determined by the Provost.

#### **XI. NON-DISCRIMINATION POLICY STATEMENT:**

Murray State University endorses the intent of all federal and state laws created to prohibit discrimination. Murray State University does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, veteran status, or disability in employment, admissions, or other provision of services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities equal access to participate in all programs and activities. For more information, contact the Executive Director of Institutional Diversity, Equity and Access, 103 Wells Hall, 270-809-3155 (voice), 270-809-3361 (TDD).

##### Students with Disabilities

Students requiring special assistance due to a disability should visit the Office of Student Disability Services immediately for assistance with accommodations. For more information, students should contact the Office of Student Disability Services, 423 Wells Hall, Murray, KY 42071. 270-809-2018 (voice), 270-809-5889 (TDD).