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Next Review 3/4/2024

Owner Diane Ryan  
Area 3.0 Academic Systems

## Internships and Service Learning, 3.13

### OPERATIONAL POLICY STATEMENT

Internships and Service Learning facilitate learning beyond the classroom through supervised field experiences. These courses combine academic inquiry and the application of skills with active participation in work-related or community service activities. The dynamic interaction between student, faculty, and a business/agency/organization forms a significant partnership that benefits all participants.

### PROCEDURE

Internships and Service Learning experiences must be established according to approved College guidelines. The responsibilities of students, employers, and supervising faculty are established to support a relevant learning experience in the workplace. The Registrar's Office must receive authorization to enroll the student, and the student must complete the registration process, before the internship or service learning experience can begin.

### OPERATIONAL POLICY HISTORY

Adopted 4/8/2013

Revised to "Operational" Policy and owner reassigned 3/5/2021

Transferred to PolicyStat 12/1/2021

## Approval Signatures

Step Description

Approver

Date

RETIRED