MA and Ph.D. in Applied Anthropology

GRADUATE INTERNSHIP

Description

Students enrolled in the MA or Ph.D. in Applied Anthropology programs must complete a graduate internship with approved professional-supervision. The purpose of this internship is to give students practical training with the guidance of an internship supervisor and a faculty advisor.

The internship can be taken for a minimum of six hours or a maximum of twelve hours. The OSU Catalog states that “One credit is generally given for three hours per week of work in and out of class. For example, each hour of class lecture is generally expected to require two hours of work out of class.” Thus, one quarter credit represents 30 hours of work. Students enroll in Anthropology 510 or 610 during the term the internship is pursued.

The internship supervisor usually will be someone affiliated with a private business or public agency. The student intern will perform an agreed upon task or set of tasks and report directly to the supervisor as may be required. One result of the work of the student intern should be a product based upon the use of anthropological skills and knowledge that is useful in a practical way to the supervisor or the supervisor's organization.

Responsibilities

Student
The student must take an active role in locating an appropriate internship, work with the supervisor and faculty advisor in writing the internship objectives, coordinate communication between the internship supervisor and faculty advisor, complete all work agreed upon by all parties and submit a final report of the internship experience.

Faculty Advisor
The faculty advisor will assist students in finding internship opportunities, help in formulating reasonable objectives, be available for advice, and coordinate the evaluation of the student's progress.

Supervisors and their Organizations
Organizations that cooperate in the internship program will be expected to provide worthwhile learning experiences to the students. They will acknowledge that interns are students still in the process of learning to meet professional standards and expectations.

Evaluation
The facility supervisor will send the faculty advisor a summary indicating the student's work quality, quantity, enthusiasm, and specific contribution to the organization upon the completion of the student's internship. This evaluation and the student's own report will be used to determine satisfactory completion of the internship.
GRADUATE INTERNSHIP AGREEMENT  
MA and Ph.D. in Applied Anthropology

Student:  
Name

Address

Phone

Internship

Organization

Address

Phone

Name & Title of Supervisor

Intern job description. (position and duties)

Internship objectives: (specific contribution or product to be provided)

We, the undersigned, agree to and accept the conditions and stipulations given above and in good faith will adhere to this agreement to the best of our abilities to the satisfactory completion of the internship.

__________________________________________
Student Signature                                           Date

__________________________________________
Faculty Advisor Signature                                Date

__________________________________________
Internship Supervisor Signature                           Date

Satisfactory Completion of Internship (yes or no) ____________ Date _____________

__________________________________________
Faculty Advisor Signature                                Date
**Applied Anthropology Internship**  
**Evaluation Form**

Please rate the items below on a scale of 1 to 5:

1 = Excellent  
2 = Very good  
3 = Satisfactory  
4 = Poor  
5 = Unacceptable

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<td>Progress toward Objectives</td>
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Adjustments and changes needed or already made in the contract:

Performance Summary and Comments