

**AUBURN UNIVERSITY  
SYLLABUS**

1.     **Course Number:**         ADED 4920  
       **Course Title:**         Professional Internship in Adult Education  
       **Credit Hours:**         9 semester hours  
       **Prerequisites:**         ADED 4660  
       **Corequisites:**         None

2.     **Date Syllabus Prepared:** Jan 2011

3.     **Texts:** None

4.     **Course Description:**

Provides supervised internship experiences in a school or other appropriate setting. Evaluation and analysis of the internship experience.

5.     **Course Objectives:**

Upon completion of the internship students:

1. Possess self-confidence in their professional roles.
2. Have the ability to develop educational objectives and to develop instruction to attain the objectives.
3. Develop confidence in performing the duties required of the career technical teacher or adult educator.
4. Develop an awareness of the sound counseling and guidance activities related to the career technical program or to the adult education program.
5. Develop competencies needed to manage the classroom.
6. For the career/technical intern, develop competencies as an advisor of the youth organization.
7. For the career/technical intern, develop competencies needed to supervise students placed in work based settings.

6.     **Course Content:**

The student will be placed in an approved internship site in his/her area of specialization to be in compliance with certification requirements.\* The student will be supervised by the program teacher (cooperating teacher) or mentor and a University faculty member. (\*For teacher certification programs, the 9-hour internship consists of a minimum of 300 hours in a College of Education approved internship site.)

7.     **Course Requirements:**

1. Plan instruction based on instructional objectives, develop instructional units and prepare lesson plans.
2. Provide instruction which includes varied teaching techniques and learning activities.
3. Evaluate student performance by preparing and administering test, assigning and supervising laboratory activities and assigning student grades.
4. Participate in activities of public relations promotional, and community involvement.
5. Seek contacts with teachers in other subject areas, attend faculty and professional meetings and participate in other professional development activities.

6. Display classroom management skills.
7. Participate in guidance activities related to the program.
8. For the career/technical intern, participate in and advise the youth program organization.
9. For the career/technical intern, participate in supervising students in their work based activities.

**8. Evaluation:**

The final grade will be an s/u grade.

The intern will be visited by the university supervisor as prescribed by certification regulations during the internship period. Based on observations the university supervisor will evaluate the intern and discuss progress and suggest where improvement is needed. The cooperating teacher or mentor will evaluate the intern on an ongoing basis during the internship. The final evaluation will be made through the efforts of both the university supervisor and the cooperating teacher or mentor with the final grade to be assigned by the university supervisor. A student must receive an overall average (3) score on the internship evaluation (Sample form attached) to receive a satisfactory grade.

**9. Class Policy Statements:**

- A. You are expected to attend all class meetings and participate in all exercises. It is your responsibility to contact me if assignment deadlines are not met. You are responsible for initiating arrangements for missed work.
- B. If you need accommodations, you are asked to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternative time can be arranged. To set up this meeting, please contact me by e-mail or phone. Bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have an Accommodation Memo but need accommodations, make an appointment with the Program for Students with Disabilities at 1244 Haley Center, (334) 844-2096 (V/TT).

- C. The University Academic Honesty Code and the Tiger Cub Rules and Regulations pertaining to cheating will apply to this class.
- D. As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College's conceptual framework. These professional commitments or dispositions are listed below:
  - Engage in responsible and ethical professional practices
  - Contribute to collaborative learning communities
  - Demonstrate a commitment to diversity
  - Model and nurture intellectual vitality