**ADED 7926 – Internship in Adult Education**

**Spring, 2017**

**College of Education**

**Educational Foundations, Leadership, and Technology**

**Dr. Jane B. Teel**

**Office:** 3002 Haley Center

**Email:** [teeljan@auburn.edu](mailto:teeljan@auburn.edu)

**Phone:** 334.844.3075

**Office Hours:** 10:00-12:00 Monday/Wednesday

Other times by appointment

**1. Course Title:** Internship

**2. Credit Hours:** 1-10 semester hours

Prerequisites: Departmental approval

**3. Text:** None

**4. Course Description:**

Provides advanced students with supervised internship experiences in a school, college, or other appropriate setting. Evaluation and analysis of the internship experience.

**5. Course Objectives:**

Upon completion of this course, students will:

1. Possess self-confidence in their professional roles.

2. Develop confidence in performing the duties required of the career technical or adult education teacher, administrator, or curriculum developer.

3. Formulate educational, programmatic, and/or administrative objectives and develop instruction, curriculum, or activities to attain the objectives.

4. Apply educational instruction, curriculum planning, and/or

administrative research findings as they relate to career technical programs or to

adult education programs.

5. Evaluate the use of educational instruction, curriculum planning, and/or

administrative activities as related to the internship.

**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 and/or degree requirements. The student will be supervised by the program teacher (cooperating teacher) or mentor and a University faculty member.

**7. Course Requirements/Evaluation:**

A. Select an approved internship site in student’s area of specialization to be in compliance with certification and/or degree requirements. The supervising instructor will approve the cite. The internship will be supervised by the program coordinator/teacher/mentor and the Auburn University assigned faculty member.

B. Submit a summary every 2 weeks (one paragraph) via Canvas of your internship

experience.

C. Submit the Student Evaluation form.

D. Supervisor’s Evaluation will be submitted to course instructor.

The final grade will be a Satisfactory (S) or Unsatisfactory (U) grade. A grade of 80-100 percent will be deemed satisfactory.

Bi-Weekly Summaries and Internship Approval 60 points

Supervisors’ Evaluation 75 points

Student Evaluation 15 points

150 points

The student 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. A student must receive an overall average score on the internship evaluation to receive a satisfactory grade. The final grade will be determined by the university supervisor.

**8. Class Policy Statements:**

The following policies regarding attendance and excused absences will be adapted for the internship setting.

A. Students are expected to attend all internship hours and participate in all internship responsibilities. Should students need to be absent for any reason, please contact the internship supervisor before missing that session. Please refer to the Student Policy eHandbook <http://www.auburn.edu/student_info/student_policies> for guidelines on excused absences.

B. Professionalism: 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

**9. Academic Honesty Statement:**

All work is expected to be original and creative. Plagiarism and other forms of dishonesty will not be tolerated. The Department of Educational Foundations, Leadership, and Technology follow the guidelines for "Academic Regulations" as described in the [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies/) found at [www.auburn.edu/studentpolicies](http://www.auburn.edu/studentpolicies). You are responsible for knowing and adhering to those guidelines. Also, please refer to the following guidelines:

<http://www.auburn.edu/academic/provost/academicHonestyStudents.html>

**10.** **Disability** **Accommodations:**

Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to make an individual appointment with me during the first week of classes. You will not be able to use your accommodations until you meet with me.

If you have any questions about accommodations, please contact the Office of Accessibility (<https://fp.auburn.edu/disability/>), 1228 Haley Center, 334-844-2096 (voice/TDD).

**11. Justification for Graduate Credit:**

Graduate students will have the opportunity to select and apply educational theories and practices and will be required to analyze and evaluate teaching strategies, educational resources, student's educational progress, curriculum development practices, and/or administrative procedures as appropriate to the individual student's internship.

**Tentative Schedule**

Summaries are due:

January 27

February 10

February 24

March 10

March 24

April 7

April 21

Student Evaluation due: April 28

Onsite Supervisor Evaluation due: May 3