

## INFA 794 COURSE SYLLABUS

**PREFIX, NUMBER, AND TITLE:** INFA 794 - Information Assurance Internship

**CREDIT HOURS:** 3

**APPROVED COURSE DESCRIPTION:** Internship in Information Assurance.

**PREREQUISITES:** Permission of MSIA Program Coordinator

### **ADDITIONAL COURSE INFORMATION:**

1. Anyone requiring special adaptations or course modifications, due to a disability, should inform the Instructor as soon as possible.
2. Students should first consult with the MSIA Program Coordinator.
3. Secure from the Graduate office or the Graduate website at <http://www.departments.dsu.edu/gradoffice/currentstudents/relatedforms.htm> to access the **Request for Internship** application form and complete it. The description of the work to be performed should be prepared by the intern in cooperation with the participating organization. The completed application form must be approved by the supervisor, the faculty advisor, and the internship coordinator. No registration is possible without this approval. Unless approved in writing and under special circumstances, no intern experience will be accepted prior to registration.
4. Credit hours allowed will be based primarily upon the quality of the internship experience rather than the number of hours worked. However, a minimum of 120 hours of participation experience is necessary for each hour of internship credit.
5. Internships are graded as credit - no credit experiences.
6. Contact with the intern and with the participating organization will be maintained with on-site visits by the internship coordinator or other designated person during the course of the internship.
7. Near the end of the internship, an evaluation form will be completed for each intern by a responsible member of the sponsoring organization, usually the supervisor of the intern. This evaluation is most important as it is a major determinant in the final grade for the intern. This form will be sent to the supervisor by the internship coordinator.
8. Each week the intern should write in a journal:
  - 1) What he/she did that week?
  - 2) What he/she learned that week?
9. Near the end or following the internship, each intern will
  - 1) Prepare a written report describing the internship experience and the work done
10. **No credit or grade can be given until the written report is submitted and the supervisory evaluation is returned to MSIA Program Coordinator.**
11. Monetary compensation is a matter of agreement between the intern and the sponsoring organization.