CSOM Practicum Credit for Internship

CSOM students can receive one credit P/F for an unpaid internship. Students are responsible for locating the internships but registration for the credit is done in the Associate Dean’s office, Fulton 315.

Several restrictions apply:

1. You cannot receive more than two practicum credits during your four years at BC
2. No more than one practicum per semester or per summer
3. The practicum must be at least 10 hours per week
4. The internship must be unpaid

Registration:

After you have completed the form, bring it to the Associate Dean’s office, Fulton 315. The form requires the signature of the supervisor at the internship site, a description of responsibilities, and a promise to submit an evaluation of work when the internship is complete. It is your responsibility, when the internship is complete, that an evaluation letter is submitted to the Associate Dean’s office. You will not receive a grade until the letter has been submitted.

Consideration in Selecting an Internship

Practical business experience can be an important complement to your academic studies. But it is important to remember that you should not sacrifice academic performance for the sake of experience. While the thrill of “working” on State Street may by considerable, and very different from the humdrum of academic routine, the best long-term investment you can make is in your own intellectual capital. That’s what University life does best.

Make sure that you will be in a position to learn as well as do.
Make sure that the number of hours required is reasonable, given the other demands on your time.
Please consult us in the Associate Dean’s Office if you have any questions.
CSOM Practicum Form

Name: ___________________________   Eagle ID# ______________________
E-mail: ___________________________   Class of: ________________________
Sponsoring Organization: ______________________________________________
Position: ___________________________   Total hours: ____________________
Fall  Spring  Summer  20____

Description of Responsibilities

I agree to supervise the above named student and provide a final evaluation upon successful completion of the internship. Please submit a brief letter on letterhead stationary stating the internship was completed.

Name: ___________________________   Signature: ______________________
Position/ Title: ______________________________________________________
Phone: ___________________________   Date: ____________________________

Dean’s Approval for Credit

Signature of Dean: ________________________________________________
Title: ____________________________________________________________   Date: __________
This certifies that ______________________ will receive one academic credit (P/F) for an Internship with: ________________________________

updated June 2019