

ECONOMICS 404: INTERNSHIP

SYLLABUS

Instructor: Prof. Bill Harbaugh, Director of Undergraduate Studies (PLC 534 | harbaugh@uoregon.edu)

Course Description: This course is designed to allow students to receive a maximum of 2 upper-division economics credits for internship experiences that enhance the student's academic training.

Course Enrollment: Students wishing to enroll in this course must follow these procedures:

- 1) Procure an internship opportunity through their own initiative (UO JobLink is a great place to find internship leads: <http://career.uoregon.edu>).
- 2) Complete the Internship Proposal Form (<http://economics.uoregon.edu/resources/internship>) prior to the term they wish to enroll in the course and which has the following elements:
 - A) Description of the terms of the internship, including employer and employer contact information, expected hours worked, expected internship tasks and training, and a short summary of how this will enhance and complement their academic coursework.
 - B) Signature from internship employer agreeing to the terms of the internship.
 - C) Signature from the student agreeing to the terms of the internship.
- 3) Obtain approval of the internship proposal by the instructor in conjunction with the Undergraduate Program Committee.

Only after these steps have been taken will the student be allowed to enroll in the course. The number of credits is generally determined by the number of internship hours, with 1 credit equaling 30 hours worked in the term (an average of 3 hours per week, per credit) and a maximum of 2 credits possible.

In addition, students may take EC 404: Internship (2 credits) in conjunction with EC 407: Careers in Economics (2 credits) and receive a total of 4 upper-division elective credit towards the economics major requirement.

Course Completion: Satisfactory completion of the course will require the additional completion of the following tasks:

- 1) Signature of an "Internship Proposal Form" by both the employer and student that verifies the internship arrangement and provides contact information (**due by start of term**).
- 2) Students must submit a one-paragraph description of their proposed paper (see #4 below), explaining how the specific internship duties connect with the economic principles or topics covered by regular courses offered by the Department of Economics (**due by start of term**).
- 3) Completion of a weekly journal, emailed to Bill Sherman, Director of Career and Advising Services in the Department of Economics (wsherman@uoregon.edu). These journals should highlight your work-related assignments and projects, skills used on the job, and any relevant tie-ins with past and present coursework (**due at the end of each week during the term**).
- 4) Completion of an 8-page (double-spaced) paper that describes the student's internship experience and how it relates to the student's academic coursework in economics (**due by the end of term, on the Friday of finals week**).

Grading: The class will be offered with the "Pass/No Pass" option only. Students may not take the course for a letter grade. The tasks indicated under the "Course Completion" section above will form the basis for the assigned grade.