



This internship program is different from a part-time job.

An internship is a field-based academic experience conducted under the supervision of a Department of Engineering Technology internship coordinator. It includes technical and professional immersion experiences in the student's major. It is not a situation where a student is paid and supervised solely by a company. The educational nature of the work experience sets this apart from part-time employment.

If a student is currently employed at a job (defined as regular employment), this job usually will not qualify as an internship, since the student was hired without at least 45 hours completion toward an engineering technology degree.

During most internships, the student is employed by the same firm for one semester. The internship is a 10-week course that is generally served in the student's sophomore year. The student who participates in the internship program is not under obligation to seek employment with the sponsoring firm or agency. Likewise, the sponsoring firm is not required, as a result of participation in the internship program, to provide employment for the intern upon completion of the student's academic degree.

Students appreciate the benefits of the internship

Here is what Texas State engineering technology participants say.

Enhanced learning opportunity

"The internship has allowed me to see how the material we learn in the classroom is applied in the field. I now know what I need to focus on to achieve my goals."

– J. Inscoe

Head start to a career

"I feel that this internship has given me a solid look and start within this industry. It will allow me to achieve my academic goal of graduation with a CIM degree."

– D. Mack

Excellent fit with academics to solidify ideas and practices

"This experience has been useful in helping me understand what is expected of me in a production environment versus an academic setting."

– I. McNamara

Valuable firsthand industrial experience

"The internship has given me a chance to apply what I have learned in the classroom to some actual real-world situations. More important, it has motivated me to finish my education so that I will be able to find a job that I love and earn a living."

– D. Meyer

TECH 2190 INDUSTRIAL INTERNSHIP

DEPARTMENT OF ENGINEERING TECHNOLOGY



The internship program offers a company valuable benefits.

The Cooperative Education Association lists the following advantages of internship programs to employers:

- The students can be thoroughly grounded in established employer practices and the organization while still at a formative level.
- The infusion of bright young people, fresh from an educational environment, into an organization can provide new ideas and viewpoints that can be refreshing and stimulating.
- The students serve as "goodwill ambassadors" for their organizations with faculty and other students upon returning to campus.
- The internship program is an excellent source of temporary and potentially permanent employment.
- A mutually important industry-college relationship is enhanced.



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TECH 2190: The internship that earns college credit

TECH 2190 is an academic course in which the student participates in a supervised on-the-job professional learning experience in construction, manufacturing, electronics or other technical areas. The internship program provides qualified students immersion experiences in the industry. These experiences will provide students industrial perspective and enable them to become better learners after the internship experience.

Students will receive one credit hour upon successful completion of the course requirements.

All students in the Department of Engineering Technology are required to take TECH 2190 and serve an internship as listed by the majors below:

- B.S. in concrete industry management
- B.S. in construction science and management
- B.S.T.-engineering technology — all specializations
- B.S.T.-technology management — all majors except teacher certification



The following are the minimum requirements for serving a TECH 2190 internship:

- 45 counting credit hours toward degree
- 2.25 major GPA
- 12 credit hours completed at Texas State
- 6 hours of required math and/or science courses completed
- 6 hours of required major related courses completed

The ideal time to serve the internship is the sophomore year after completing the abovementioned requirements. It is recommended that students establish relationships with potential internship companies during their freshman and sophomore years.

Finding an internship

Students are required to find and serve an internship with a company related to their major. These industries commonly include:

- concrete
- construction
- electronics
- environmental
- manufacturing
- governmental agencies that regulate or use the services of the above industries

The Department of Engineering Technology sponsors the internship program, but securing an internship is ultimately the responsibility of the student. Additional sources for locating an internship include:

- attending departmental and university career fairs
- registering with and utilizing Career Services located in the LBJ Student Center
- attending student organization meetings such as ACI, AFS, ASME, CSA or SME when industrial speakers are presenting
- making industrial contacts through professional organizations such as ABC, ACI, AFS, AGC, ASME, NAHB and SME
- making personal contacts

What to expect from all parties involved in the internship

Student's responsibilities

- meet all prerequisites prior to serving an internship
- attend fall and spring internship meetings (generally the first Wednesday in October and February)
- complete all pre-internship paperwork two months prior to the start of the internship
- locate internship one month prior to the start of the internship
- attend the final internship meeting at the end of the spring semester
- complete the required 50 days and 400 hours, including the following:

Week 1

- Preliminary Evaluation (App K) - Industry Supervisor
- Preliminary Evaluation (App L) - Student

Week 5

- Midterm Evaluation (App M) - Industry Supervisor
- Midterm Evaluation (App N) - Student

Week 10

- Final Evaluation (App M2) - Industry Supervisor
- Course Assessment (*App O, P, Q) - Industry Supervisor
- Final Evaluation (App N2) - Student
- Course Assessment (*App O1, P1, Q1) - Student

*only one as appropriate for student's major

Employer's responsibilities

Participating firms are required to provide the following:

- technical/professional immersion experience commensurate with the student's degree
- orient the student to the corporate culture, including ethical concerns, dress code and reporting structure
- provide, when feasible, students with an opportunity to interact with company executives and other employees at social events, staff meetings and professional development opportunities
- a safe work environment
- an employee to serve as industry supervisor for the intern
- complete a preliminary, midterm and final evaluation of the student's performance along with a course assessment
- provide an internship with a minimum duration of 50 days and 400 hours

University internship coordinator's responsibilities

- review, as needed, all rules, regulations, requirements, prerequisites and procedures involved in the internship program with all interested students, employers and industry supervisors
- provide evaluation on required student materials, such as the evaluation and assessment forms
- maintain records of all communications and written appraisals
- monitor each student's assignment and should it become necessary, due to a student's personal conflicts with subordinates, peers, superiors or professional contacts, recommend to the department chair that the student's assignment be terminated
- assign the student's final grade based on the industry supervisor's, academic supervisor's and student's evaluations.



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