**Mohawk Valley Community College**

**Utica and Rome, New York**

**Course Outline**

**BM-290 Business Internship                                                                            C-2,P-12, Cr-3**

**Course Description:**

Prerequisite: Matriculated in a Business-related program, 2.5 grade point average, and 42 semester hours of earned credit **OR** permission of the Department Head.

The Internship provides realistic training in a student-chosen field of study.  It requires 12 hours of work per week in a supervised environment and helps to prepare for entrance into a competitive work environment.  It creates a bond among students, the College and the business community and may lead to employment opportunities.  A work experience journal is required along with a supervisor evaluation.

**Materials:**

Resume required

**Student Learning Outcomes:**

The students should be able to:

1)    Demonstrate the basics of resume writing and demonstrate skills for job interviews.

2)    Identify Internship goals – along with supervisor.

3)    Meet with local industry representatives.

4)    Demonstrate the process for work experience documentation.

5)    Identify the benefits of a performance evaluation.

6)    Develop and make a professional presentation to peers.

7)    Complete practical work experience and training.

**Rev. 1/17 JW**

**Rev10/19**