Western Dakota Technical Institute 800 Mickelson Drive Rapid City, SD 57703-4018

Master Syllabus

Course Number:	BUS 291
Course Name:	Internship
Credits:	3
Contact Hours:	120 internship hours throughout the course

Course Description: This course is designed to provide the student an opportunity to apply the skills and knowledge acquired in the classroom through active participation in a local business. This is a volunteer or paid supervised internship.

Prerequisites: Advisor approval

Textbook: None

Materials: Varies

Student Learning Outcomes:

• Gain on-the-job training and experience in the field of business.

Assessment: Through the Student Learning Outcomes, all seven core abilities (life skills, analytical skills, communication skills, technology skills, teamwork techniques, social values, and employability) may be addressed depending on the internship.

ADA Accommodations: Students Rights to Assistance or Accommodations: Western Dakota Technical Institute (hereinafter WDT) does not discriminate on the basis of disability. If you have a disability as defined by federal or state law, including a temporary disability related to pregnancy and/or parenting as a result of a medical necessity due to childbirth, WDT will provide reasonable accommodations including but not limited to architectural access, aids and services necessary for effective communication, and modification of its policies and procedures. Students with a disability who are requesting an accommodation should contact your instructor and the Student Success Director who serves as the disability coordinator as early as possible in the semester.

Notice of Non-Discrimination: WDT will not tolerate racism, discrimination, harassment, exploitation or victimization of students, school employees, non-employees, or any person who is an invitee of WDT for any reason, including but not limited to race, color, ethnic background, national origin, pregnancy, student marital status, religion, creed, age, sex, citizenship, political affiliation, mental and/or physical challenge, disability, sexual orientation, gender identity, or status as a veteran. WDT is

committed to providing an environment free from harassment and other forms of discrimination for students, employees, non-employees and its invitees. The following person has been designated to handle inquiries or complaints regarding the non-discrimination policies: Student Success Director