

## **ECON 398: Internship Overview**

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**Office Hours:** By appointment, just ask!

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**Course Description:** In this course, students participate in an economics-related internship with assistance from Career Services for college credit. A pre-internship proposal and a final reflection paper are required.

**Prerequisites:** Students must have completed:

- ECON 103 & 104
- Six hours of upper-division coursework in ECON (300- or 400-level courses)
- At least 60 credit hours (junior standing)

In addition, students must have a 2.5 GPA or higher in both overall and in their major courses.

**Registration:** Registration for this course follows an atypical process. **Before registering, a student must find an internship and come to an agreement with the workplace sponsor.** The student should then submit the following documents to the instructor prior to registration:

1. **Internship Application** that includes a 300-word proposal and a graduation evaluation
2. **Internship Contract** signed by the workplace sponsor
3. **Service Learning Agreement** signed by the workplace sponsor
4. **Student Release Form**

Students may not use a “regular job” as an internship. The internship must be a new short-term opportunity to work with a private firm or public organization to learn something about the field.

Once the course instructor has approved this documentation, you will be granted permission to register. Each student must complete the required paperwork in full. Please note that registration for this course is bound by the same registration deadlines which are relevant for all other courses at George Mason University. **Please be sure to leave ample time to complete the required work before the deadline to add a course.**

This paperwork can be found at <http://economics.gmu.edu/undergraduate/internship-credit>.

**Learning Objectives:** Students will learn how concepts in economics are used and applied outside of academia. Students will also be able to explore particular career interests and gain valuable work experience acquiring both general and discipline specific skills.

**Internship Opportunities:** There are economics-related internships to suit a wide variety of career interests. Previous students have found internships at organizations like Bank of America, Northwestern Mutual Financial, BB&T, Smith Barney, Prudential Carruthers, Bureau of Labor Statistics, National Pollutions Funds Center, U.S. Coast Guard, U.S. Chamber of Commerce, Exxon Mobil, U.S. General Services Admin, Merrill Lynch, The Cato Institute, FINCA International, USA Next, and the International Monetary Fund. Contact Career Services for more information about the opportunities that are available.

**Evaluation:** This is a pass/fail course and students are evaluated based on three components:

1. **An initial 300-word proposal** submitted with the Internship Application (20%).
2. The **Employer Evaluation Form** – completed by the employer (50%).
3. **An 800-word reflection paper** that is due on or before the last day of finals (30%).

The initial proposal should explain how the internship is related to economics and how the work involved will fulfill both the learning objectives and the work-hours requirement of at least 135 total hours of work time.

The employer evaluation form can be found on the economics department website and must be completed by the employer before the end of finals week (see link on the bottom of page 1).

The final reflection paper should assess the quality of the experience. This paper should examine if the learning objectives stated above were achieved and include an account of the specific tasks that were accomplished during the internship. This assignment is also due before the last day of finals week.

All the material should be submitted via email to [jdunick@gmu.edu](mailto:jdunick@gmu.edu) using Microsoft Word or a PDF file.

**Honor Code:** George Mason University has an Honor Code, which requires all members of this community to maintain the highest standards of academic honesty and integrity. Cheating, plagiarism, lying, and stealing are all prohibited. All violations will be reported to the Honor Committee (see [honorcode.gmu.edu](http://honorcode.gmu.edu) for more details).

**Disability Statement:** If you are a student with a disability and you need academic accommodations, please see me and contact the Office of Disability Resources. All academic accommodations must be arranged through that office.