

Draft as of July 10

## **GLOA 495: Global Experiential Learning**

George Mason University Korea  
Fall 2022  
Office Hours: Wednesdays or by appointment

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### **Course Description**

This course is a 3-credit undergraduate course. The course covers a variety of possible activities, but its primary purpose to provide credit to students who participate in an academic internship in a global setting. An internship in a global setting includes sites either outside the United States or in institutions involved in global, international, or regional issues. In addition to work completed at the internship site, interns are required to complete academic assignments.

### **Course Requirements**

- Work a minimum of 135 hours over a minimum of 8 weeks
- Keep a daily journal that documents the work experience
- Meet with faculty internship advisor two times during the semester.
- Develop a learning contract including learning objectives and strategies for achieving objectives
- Write a paper proposal and final paper
- Interview 1 person at your work

### **How to Register**

1. Start looking for an internship site early. Each student is responsible for finding his/her own internship placement and make arrangements for working with the agency. To find an internship, Career Development Center (CDC, <https://masonkorea.gmu.edu/career-services/overview>) is available.
2. Once a few internship possibilities are found, apply for the internships in those organizations. The letter and application forms should be sent by the student to the agency when inquiring about the internship. Consulting with the professor or CDC is highly recommended.
3. Submit an application for approval to enroll in GLOA 495 to the professor of this course for review. Start here; [https://gmua1.qualtrics.com/jfe/form/SV\\_7V3NIQ13zqZ2eB7](https://gmua1.qualtrics.com/jfe/form/SV_7V3NIQ13zqZ2eB7)

4. Upon review and approval of the proposal, the professor will give the student the necessary permission and paperwork (an Individualized Section form) you will need to take to the Registrar's office to register for GLOA 495.
5. For more information, visit: <https://masonkorea.gmu.edu/advising-and-course-registration/for-credit-internship/gloa-495-global-experiential-learning>

### **Assignments Description**

**Daily Journal Entries (25%):** Students must journal their internship experiences. The journal is seen as a way to make sense of the internship on a continual basis. The journal is not an activity log detailing mundane tasks, but rather an ongoing critical reflection on key moments in the work experience that connect to broader themes learned in other Global Affairs courses. The daily journal will be submitted via Blackboard.

**Proposal (5%):** Students are expected to study thoroughly about their arranged workplace before they start internship. In doing so, students must submit a 2-page proposal early in the semester that investigates an activity, issue, or project in their organization in light of Global Affairs. In the proposal, discuss the workplace you have selected, the relevance of the work to your major, expected outcome of your work. The proposal submitted by September 12th.

**Workplace Interview Paper (10%):** Interview 1 person in your organization/office. The interview plan including questions should be discussed with the professor. After completion of the interview, submit a 2-page reflection paper. Discuss the submission date with the professor.

**Final Report (20%):** Your final report will contain a discussion of findings in workplaces, discrepancies between theories and practices, applicability of acquired knowledge, and suggestion for future career paths. Details regarding the content and format of the final paper will be discussed. The final report is due by 10<sup>th</sup> December.

**Workplace Evaluation (40%):** Your workplace sponsor will submit an evaluation grading your internship performance and also confirm hours worked on the time sheet. The form will be directly sent to the sponsor. They should return the forms to your professor directing your internship.

### **Grading Scale**

Grades will be calculated on a non-curved A-F scale.

A+ (97.0-100.0)	A (93.0-96.9)	A- (90.0-92.9)
B+ (87.0-89.9)	B (83.0-86.9)	B- (80.0-82.9)
C+ (77.0-79.9)	C (73.0-76.9)	C- (70.0-72.9)
D (60.0-69.9)	F (less than 60)	

### **University Policies and Resources**

- a. **Academic Honesty:** You are expected to be familiar with and abide by the University's Honor Code. The Code can be found [here](#). It is your responsibility to see me if you have questions about these policies. George Mason University has an honor code that states the following:  
*"To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University community and with the desire for greater academic and personal achievement, we, the student members of the University Community have set forth this Honor Code: Student members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work."*
- b. **Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:** As a faculty member, I am designated as a "Responsible Employee," and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason Korea's Deputy Title IX Coordinator pursuant to University Policy 1202 and 1412. If you would like to speak confidentially with the Mason Korea counselor, please see <https://masonkorea.gmu.edu/resources-and-services/counseling-and-wellness> for more information. For more information about what Title IX is, please see <https://masonkorea.gmu.edu/resources-and-services/title-ix>.
- c. Students must follow the university policy for [Responsible Use of Computing](#)
- d. <http://summer.gmu.edu/registration/> Student services: The University provides range of services to help you succeed academically and you should make use of these if you think they could benefit you. I also invite you to speak to me (the earlier the better).
- e. Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. **All communication from the university, college, school, and program will be sent to students solely through their Mason email account.**
- f. If you are a student with a disability and need academic accommodations, I invite you to talk to me at the beginning of the semester so that we can talk about a plan to best meet your needs. Please note that accommodations **MUST BE MADE BEFORE** assignments or exams are due. I cannot adjust your grade after the fact.
- g. Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.
- h. **Diversity:** George Mason University promotes a living and learning environment for outstanding growth and productivity among its students, faculty and staff. Through its curriculum, programs, policies, procedures, services and resources, Mason strives to maintain a quality environment for work, study and personal growth.