



## **JUST 430 - INTERNSHIP POLICIES**

The SUNY Canton Criminal Investigation (1359), CJ: Law Enforcement Leadership (1911) and Homeland Security (2335) programs allow students to choose an internship option for their final semester.

Internships are valuable learning and growth opportunities that allow students to observe and participate in a professional work setting. The internship for Criminal Investigation (1359), CJ: Law Enforcement Leadership (1911) and Homeland Security (2335) students provides a structured opportunity to apply theories, concepts, and skills learned in the classroom in a law enforcement related setting. The goals of the internship are to:

- Allow students to integrate classroom learning and practice.
- Allow students to gain insight into the law enforcement profession and explore their interests in the profession.
- Allow students to gain valuable skills and knowledge.
- Consists of substantive and applied learning opportunities
- Allow students to make new professional connections and enhance their network.
- Help students develop interpersonal skills by meeting and engaging with new people.

### **Internship Requirements**

- Criminal Investigation (1359), CJ: Law Enforcement Leadership (1911) and Homeland Security (2335) students must complete all other requirements in the degree and successfully complete JUST 429, Introduction to Culminating Experience
- Internships must be a minimum of 9 credit hours up to a maximum of 15 credit hours. If a student chooses a 9 credit hour internship, up to six credit hours of appropriate upper level courses may be taken. Required internship hours are based on the credit value of the internship: 9 credit internship = 360 contact hours; 12 credit internship = 480 contact hours; 15 credit internship = 600 contact hours.
- All internships must be approved by the Criminal Justice Department Chair or the Instructor assigned to teaching the JUST 430 class. (\*\*The only police academy that is approved as an internship site for students is the David E. Sullivan Law Enforcement Academy housed at SUNY Canton).
- Internships may not commence until:

- 1) The internship site has been approved by the CJ Department. !
- 2) The SUNY Affiliation Agreement is signed and executed by all parties and on file. !
- 3) The student is officially registered for the semester and the internship course. !
- 4) The semester has officially started per the academic calendar. !

### **Finding an Internship**

- It is the responsibility of the student to explore internship opportunities and secure an internship site. While JUST faculty may assist, it is ultimately each student's responsibility to find, contact, and secure an internship if he/she chooses the internship option.
- Internships and internship sites must be recognized as a criminal justice related site.
- In limited situations and with approval from the Department Chair, students may do a split internship at two different sites/settings providing it is reasonable and feasible.

**To ensure internships are as objective as possible and the internship relationship does not promote a conflict of interest, the following is prohibited:**

- Interning with a family owned business or organization.
- Being supervised by a relative or close friend.
- Interning with an organization/business/individual in which a previous or current relationship exists beyond acquaintance. (Examples of such relationships include a current or former employer; a college work study relationship; organization/business/individual with which student has interned with before)
- Any internship which does not fit any of the categories above but which is deemed by the Department Chair and the Dean of the School to be too subjective in nature and there exists too close of a relationship for the student to derive a meaningful new learning experience.

### **In order to pass the internship course, students must:**

- Achieve a final grade of "C" or better