



GRAD 705R: Graduate International Experience

Overview

Open to students in all disciplines and fields, the course allows students to receive course credit for participation in and completion of an unpaid internship wherein students gain training and/or workplace experience that broadens their knowledge base/skillset and expands their career options. Examples of internships could include a student completing an eight week internship over the summer with a pharmaceutical company, or a student interning five hours a week at the Atlanta Botanical Gardens on an educational and outreach project.

Interested students should identify, propose, and secure an invitation for the internship from an organization and get approval from their Director of Graduate Studies to participate. The internship should relate to their research, teaching and/or career goals.

Course Structure

Enrollment

In order to enroll in GRAD705R, students will need to submit the following:

- Completed internship proposal form (available [here](#)) that outlines the student's understanding of responsibilities within the organization and goals for the experience.
- Completed organization approval form (available at the same webpage as above) formalizing the internship opportunity and identifying the primary contact/mentor for the student.

Once completed, both forms should be submitted to LGS.profdev@emory.edu. If the documentation is received in good order, the student will be enrolled in GRAD705R. The administrative portion of this course will be overseen by a staff member in LGS (see Evaluation and Grading below).

Credit

- Fall and Spring semesters: Internships can range between 5-10 hours/week (1-3 credit hours)
- Summer: Internships can range between 5-15 hours (1-4 credit hours)

The number of course credits will be determined by the DGS and advisor/dissertation chair, and approved by designated staff member(s) at LGS prior to participation in the internship.

Evaluation and Grading

- Evaluation and approval of international experiences will be conducted at the graduate program level. Management of the international experience course will be overseen by LGS.
- The Instructor of Record will be a member of the LGS Professional Development & Career Planning team.
- Upon completion of the international experience course, the student will be required to submit a completion report. This completion report should describe the research/training activities outlined in the course proposal and highlight any outcomes achieved and any new skills and knowledge acquired. All of these details will be available on Canvas.
- LGS will be responsible for evaluating the course structure by surveying both faculty and student participants when appropriate.

The S/U grade will be given by the LGS Instructor of Record through review of:

- The completion report to be completed and submitted by the student on Canvas
- The evaluation form completed by the host organization and submitted to LGS (LGS.profdev@emory.edu) at the conclusion of the internship (details included in Canvas)
- When requested, the LGS Instructor of Record will share both reports to the Director of Graduate Studies after grades are submitted.

Questions?



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Please contact LGS.profdev@emory.edu