

College Of Public Safety
Student Intern Checklist
Public Safety Administration B.A.S. Degree
PSA - BAS

PAD 4940 Public Safety Internship

These Internship courses give you a “real world” experience with major-related, supervised, evaluated practical work experiences which can be paid or voluntary. You are graded on documented learning you gain through hands-on experience in a work setting. You can earn from 1 to 3 credits per course. You must work at least 60 hours on-the-job for each credit you earn.

Requirements

- _____ Declared Degree/Major and Sub Plan on Record
- _____ Completion of all Public Safety Administration Major Courses required for internship
- _____ Completion of a minimum combination of 15 hours of Elective Major Courses and subplan courses
- _____ Cumulative GPA of 2.5 or better
- _____ Recommendation by Faculty Advisor and approved by the Program Chair

Major Courses required for internship (24 credits)

_____	MAN 3301	Public Personnel Management	3
_____	PAD 3311	Public Planning and Evaluation	3
_____	PAD 3820	Foundations of Public Safety Administration	3
_____	PAD 3874	Community Relations Theory and Practice	3
_____	PAD 4046	Managing Conflict in Public Organizations	3
_____	PAD 4204	Public Finance	3
_____	PAD 4232	Grant Administration and Resource Development	3
_____	PAD 4603	Administrative Law	3

- _____ Subplan A: Criminal Justice (9 Credits)
- _____ Subplan B: Fire Science (9 Credits)
- _____ Subplan C: Emergency Medical Services (9 Credits)
- _____ Subplan D: Emergency Management and Homeland Security (9 Credits)
- _____ Subplan E: Cross Discipline (9 Credits)

Student Checklist

- _____ Meet all requirements
- _____ Complete the [Internship Application](#)
- _____ Complete the background clearance disclosure form
- _____ Submit the application, your resume, a recommendation by the Faculty Advisor and an approval from the Program Chair to the Internship Office.
- _____ Begin Internship Search.
- _____ Inform Internship Office when Placed
- _____ Register for the appropriate course and Attend Orientation