**MUS 495 Music Internship, 1-4 cr.**

**Fall 2016**

**TBA**

**Instructor**

**Marshall University Policies**

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy be going to [www.marshall.edu/academic-affairs](http://www.marshall.edu/academic-affairs) and clicking on “Marshall University Policies.” Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/policies

Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment

**Course Description**

Practical synthesis and application of knowledge and skills gained during the student’s course of study. PR: MUS 376.

In addition, students will obtain “hands-on” practical experience in a music-related field, observe professionals in their chosen field, and gain a broadened understanding of careers within that field. The number of hours required at the internship relates to the number of credits. 1 cr. = 50 hours; 2 cr. = 100 hours; 3 cr. = 150 hours; 4 cr. = 200 hours.

**Required Text**

None. The student’s professional or academic supervisor may assign readings as necessary.

**Course Objectives**

After the completion of MUS 495 Music Internship, a student will be able to:

1. Articulate the key behaviors that define professionalism in their music-related field.
2. Evaluate his or her own performance in a career-related, professional situation.
3. Demonstrate the development of marketable skills.

**Course Student Learning Outcomes and Assessment**

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| **Course Student Learning Outcomes**  | **How students will practice each outcome in this Course** | **How student achievement of each outcome will be assessed in this Course** |
| Students will articulate the key behaviors that define professionalism in their music-related field | Discussions with professional supervisor, academic supervisor  | Pre-departure paper; Guided Internship Journal Entries; Midterm self-evaluation; Culminating Essay |
| Students will evaluate his or her own performance in a career-related, professional situation. | Discussions with professional supervisor, academic supervisor | Pre-departure paper; Guided Internship Journal Entries; Midterm self-evaluation; Culminating Essay |
| Students will demonstrate the development of marketable skills. | Discussions with professional supervisor, academic supervisor | Pre-departure paper; Guided Internship Journal Entries; Midterm self-evaluation; Culminating Essay; supervisor evaluation |

**Course Plan and Expectations, Assessment and Grading**

Students will be required to complete a *Pre-Departure Paper* (3-page minimum) that explains the purpose, goals, objectives, and expected outcomes of the internship. Specifically, the student will list at least 5 goals relating to personal or professional development and will explain why he or she believes that these particular goals are important for his/her future success in the field.

Four *Guided Internship Journal Entries* are required. These entries will ask students to reflect on four key areas of the internship experience:

* Pre-Departure expectations (entry 1)
* Reconciling expectations with reality (entry 2)
* Internship learning and closure (entry 3)
* Re-entry and practical application (entry 4)

The journal entries are due throughout the internship program. Two will be due at the mid-point and two more will be submitted at the end.

The student will complete an online *Midterm Self-Evaluation* in which he or she critiques his/her progress towards goals and assesses his/her learning.

The student will write an 3 to 5-page *Culminating Essay* in which he/she will think critically about his/her internship experience and evaluates whether or not his/her goals and objectives for the experience were reached. Additionally, the essay will serve as a place for students to reflect on how the internship will affect their future plans and goals.

At approximately mid-way through the internship and at the completion, the student’s professional supervisor will evaluate the individual student to confirm the number of hours the student worked as well as the student’s contribution and participation at the internship. Supervisors will rate students based on criteria that reflect what the student has learned, how they have grown, and his/her performance on the work completed or in progress.

Pre-Departure Paper 15%

Journal Entries 40% (10% each)

Midterm Self Evaluation 10%

Supervisor Evaluations 20% (10% each)

Final Essay 15%

# Students who fail to complete the expected number of hours will see a reduction in their final grade equal to the percentage of hours left incomplete. (i.e., a student enrolled for 3 cr. who completes only 120 hours of the 150-hour total will have his or her final grade reduced by 20%).

# Grading Policy

The grading system is based upon percentages:

 A = 90-100% D = 60-69%

 B = 80-89% F = 59% or less

 C = 70-79%

**Late & Emailed Assignments Policy**

Being late with an assignment shows poor organization and often leads to further procrastination. You will be far more successful if you turn things in on time. Assignments will be considered late if not turned in during the class time period on the date due. Late assignments will be penalized 5 points per calendar weekday overdue, beginning on the due date. An assignment will not be accepted if it is more than a week overdue.

If a student misses a deadline due to an excused absence, then the assignment is due on the first date that the student returns to the classroom.

Emailed assignments WILL NOT BE ACCEPTED.

**Academic Dishonesty & Plagiarism:**

Please consult the *Marshall University Undergraduate Catalog 2017-2018*, for Marshall University’s policy and definitions of academic dishonesty. Academic dishonesty is considered to be a crime. Doing your own work and proper documentation for quoted and paraphrased material are the keys to avoiding plagiarism. If I detect any plagiarism or academic dishonesty (i.e., copying someone else’s paper or test), you will fail the assignment or test and the incident will be reported to the Office of Academic Affairs. Additionally, you might fail the course and/or be subject to academic suspension.