

DEPARTMENT OF ART
GRADUATE INTERNSHIP IN ART
ARTS 689 (1, 2, or 3 units)

The Internship in Art is designed to provide supervised, fine art related work experience outside the academic environment. This course is intended to facilitate the integration of education and practical experiences outside the classroom. Students may choose to pursue one of two tracks: studio, exhibition and/or business skills internships; or teaching skills and classroom experience internships. Students wishing to qualify for the Department part-time teaching pool must satisfactorily complete the teaching track course at least once prior to application.

A journal will be kept summarizing work experience as specified by the supervisory instructor and the field contact. This journal will be submitted upon completion of the project or course of study. In addition, students choosing the teaching tract, must also submit upon completion of the project: proposed examples of syllabi and class assignments specifically designed for the Department core classes. Faculty of record will be responsible for completing a teaching evaluation report.

Internships in Art are open to declared art major or minors. The student must be at graduate level with a minimum GPA of 3.0.

ARTS 689 may be take for 1 to 3 units as follows:

1 unit = 48 hours per semester (3 hours per week x 16 weeks)

2 units = 96 hours per semester (6 hours per week x 16 weeks)

3 units = 144 hours per semester (9 hours per week x 16 weeks)

PROCEDURES:

Complete a Supervision Course Proposal form. This form acts as a contract between the student and the Art Department in agreement with the field contact. Internships are added through the Art Department office during the first two-weeks of classes each semester. Internships cannot be added through TRACS/Portal.

You must have an eligible member of the faculty to work with you and monitor your progress during the semester. At least four scheduled meetings must take place in order to receive credit. Students who wish to take internship units would be advised to plan ahead as instructors may not be available to work with students on an independent basis.

To receive credit for the internship you will need to submit your journal and a completed field contact evaluation form along with verification of at least two meetings with the supervising faculty member.

**ART STUDIO / HISTORY
INTERNSHIP PROGRAM
GRADUATE LEVEL SUPERVISION COURSE PROPOSAL**

Course Call # _____

ARTS 689

Semester/Year _____

ART STUDIO / HISTORY (1 UNIT) (2 UNITS) (3 UNITS)

GRADING OPTION: Grade Credit / No credit (to receive this option you must complete a Credit/No Credit form and submit it to Records and Registration.)

(Print) Last Name First MI Student ID

Permanent Address: City State Zip

Local Address: City State Zip

Permanent Telephone: Local Telephone: Cell Phone:

Email Address:

TITLE OF STUDY: _____

may not duplicate the title of any regularly-scheduled course

SPONSORING AGENCY'S NAME: _____

Brief Description of Internship: *Duties, Responsibilities, Skill to be learned; Discuss goals and objectives*

*Sponsor / Supervisors Signature (non-faculty): _____

*special circumstances only

Instructor's Signature: _____

Department Chair's Signature: _____

Department of Art & Art History
California State University, Chico

ARTS 689
Teaching Associate Qualifying Report for Part-Time Pool

(Print) Student Last Name First MI Student ID

Address: City State Zip

Email Address: Telephone: Cell Phone:

Faculty of record: MFA
Program: _____

Date of report: Semester Course Taken: _____

REPORT:

RECOMMENDATION:

Faculty Signature: _____

Note to Faculty: One copy of this report should be sent to the Department Chair for submission to the part-time hiring pool, while a second copy is to be sent to the Graduate Advisor to be placed in the student's file.