CASPER COLLEGE COURSE SYLLABUS
CRMJ 2970 Criminal Justice Internship

Semester/Year: SUMMER 2016
Lecture Hours: 0  Lab Hours: 0  Credit Hours: 1-3
Class Time: Independent Study  Days: N/A  Room: N/A
Instructor’s Name: Art Washut
Instructor's Contact Information: By Appointment
Office Voice Mail 268-2711  Email: awashut@caspercollege.edu
Fax 268-3024

Office Hours: By appointment, I am not on campus much during the summer, so it is best to communicate via email.

Course Description: This course will place a student in a criminal justice agency for a few hours per week for one semester as an observer. It will afford the pre-service student the opportunity to observe the workings of the criminal justice system, and the in-service student an opportunity to work in a collateral criminal justice agency.

Statement of Prerequisites: CRMJ 2120 and sophomore standing or permission of the instructor.

Goal: This course will place a student in a criminal justice agency for a few hours per week for one semester as an observer. It will afford the pre-service student the opportunity to observe the workings of the criminal justice system, and the in-service student an opportunity to work in a collateral criminal justice agency.

Outcomes: Upon completion of this course, the student will be able to create a written description of the operations of the observed agency and its employees. In addition, the student will be able to compare and contrast this agency and its operations with those identified in texts from other college courses and evaluate the agency’s operations in terms of the legal standards and organizational values discussed in those courses. This links to Casper College General Education Outcome #1 Demonstrate effective oral and written communication

Methodology: Field observation and interviewing.

Evaluation Criteria: Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Minimum requirements for observation time - for each credit hour the student must complete 30 hours of observation time with a criminal justice agency or a related agency approved by the instructor.
Minimum requirements for the term paper - for each credit hour the student must write, five single-spaced
pages formatted as a research paper. For example, a 3 credit hour internship will require 90 hours of observation and a fifteen (15) page single-spaced research paper

Meets minimum requirements for field observations – 50 points
Writing quality – 20 points of course grade (Includes spelling, grammar, referencing of sources and composition skills)
Content of paper – 30 points – The student must compare and contrast this agency and its operations with information or cases found in textbooks from other college courses and evaluate the agency’s operations in terms of the legal standards and organizational values discussed in those courses.
Grading scale 90-100 points A, 80-89 points B, 70-79 points C, 60-69 points D, Below 60 points F

**Required Text, Readings, and Materials:** None

**Class Policies:** Last Date to Change to Audit Status or to Withdraw with a W Grade without instructor permission: July 6, 2016 with permission of instructor. Papers are to be submitted in BOTH hard copy printed version AND via email. No hand written papers will be accepted.

**Student Rights and Responsibilities:** Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

**Chain of Command:** If you have any problems with this class, you should first contact the instructor in order to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take your problem through the appropriate chain of command starting with the department head, then the dean and lastly the vice president for academic affairs.

**Academic Dishonesty - Cheating & Plagiarism:** Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct.

**Official Means of Communication:** Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly.

**ADA Accommodations Policy:** If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college’s Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

**Calendar or schedule indicating course content:**
May/June – Meet with instructor to arrange internship
During semester – Contact instructor on the first class day of each month to report progress
Monday July 25 - Finished paper is due. **No late submissions accepted.**