



SUNY Sullivan

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Planning Document for a formal/informal Internship with the Sullivan County Legislature

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In the spirit of creating a partnership whereby SUNY Sullivan students are given the opportunity to participate in an internship with the SC Legislature, below is a high-level outline to begin building such a partnership. A 15-week internship can be applied to many of the college’s degree offerings, for example Criminal Justice, and allow for students to gain employable skills to be listed on their official transcript and resume. Creating a part-time position for a shorter period of time is another option to be discussed, where students are paid an hourly rate, and gain employable skills.

This partnership will not take long to build, one – two in-person or zoom meetings to determine what would work best for both entities is needed up front. The curriculum could then be built within the Vice President’s office to review final plan with SCL.

<b>For-Credit Internship/Practicum</b>	<b>Part-Time Paid Position</b>
Within 15-wk semester fall or spring	Can be fall, winter, spring, or summer
45 hours observing/shadowing Legislator(s)	10 hours per week, position description TBD
Oversight by faculty & Legislature designee, includes assignments by faculty	Oversight/supervision by Legislature designee
Awarded 3 credits & grade – discipline TBD, covered by Fin Aid	Paid hourly rate & possibly “credits for prior learning”
Course/syllabus drafted by faculty	Position description created by Legislature
Can be substituted or added to an academic degree/program	Students must apply