

Georgetown University
School of Foreign Service
Internship in International Affairs
INAF 3952
1-Credit Pass/Fail (S or U)

Summer 2024

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Course Description:

The internship course is a one-credit (Pass/Fail) course available to students with prior approval from the SFS Undergraduate Dean's Office. To be approved, the proposed internship must provide a significant learning experience for the applicant and there must be relevance between the academic and work (internship) experience.

The Internship in International Affairs course allows students to gain practical work experience in a professional setting focused on some aspect of international affairs. This allows students to explore international affairs beyond the classroom and to apply the theories they have learned in the classroom in a professional setting.

This 1-credit course is graded on a pass/fail basis. Our main learning goals are to examine how you are thinking about your internship over time through narrative and reflection and best ways to communicate your experience with future employers. This class is an asynchronous class, and does not meet. Students are responsible for noting when assignments are due and doing the assigned readings associated. While most assignments only require a ~1-page submission you are welcome to exceed the limit – but I ask for no more than 3-pages on any assignment. There is value in editing and learning to write succinctly.

INTERNSHIP REQUIREMENTS SUMMARY (100 Points)

- Pre-Internship Goal Setting Exercise (10 Points) Due May 28th at 11:59 PM
- Building Your Tool Box, Transferable Skills (10 points) Due June 4th at 11:59 PM
- Reflection Exercise #1 (10 points) Due June 18th 11:59 PM
- Reflection Exercise #2 (10 points) Due July 2nd 11:59 PM
- Interview with Supervisor or Mentor (20 points) Due July 16th 11:59 PM
- Review of article/book/podcast relevant to your career field (20 points) Due July 30th at 11:59 PM
- Reflection Exercise #3 (20 points) Due August 6th at 11:59 PM

Please see the CANVAS page for assignment prompts.

Grading Criteria

- Timely submission of all assignments
- Quality of submissions

Academic Integrity:

It is expected that all students will follow the Georgetown Honor Code. Those caught plagiarizing or cheating will be dealt with according to Georgetown University policies. All written work that is not the student's must be properly and thoroughly cited. If you have specific questions, please consult your instructor.

Thank You Letters

It certainly is appropriate to send a thank you letter and or card to your internship supervisor. This is simply a good business practice.