

# GUIDELINES FOR POLITICAL SCIENCE 4040

## PRE LAW INTERNSHIP

### PURPOSE

The Pre Law Internship program is a special course in which a student works for a private attorney, law office, court, judge or other legal entity to directly experience life in the legal profession.

### REQUIREMENTS FOR ADMISSION

1. Minimum 2.5 grade point average, overall (*unless a case can be made for why the GPA is low*)
2. Completed application
3. Conference with Internship Director Prof. Langenbach in advance of registration
4. Completing of PS 2440 with a grade of C or higher
5. Acceptance by approved private attorney, law office, court, judge or other legal entity.

### ACADEMIC CREDIT

This internship is graded. This internship is worth 3 credits which can count toward a Pre Law major, a PS major or PS minor or POCE minor..

### COURSE REQUIREMENTS (FIVE required parts)

1. Internship Goals and Responsibilities essay. 5% of the course grade. Due the first week of your internship. Upload to the Dropbox. During the first week of the internship, students will draft a two to three page essay explaining the responsibilities they will have in their placement, and their goals and expectations for the internship. This essay should address academic goals—what the student hopes to learn about law, and its relation to course work completed. The essay should also address professional goals—what the student hopes to learn in terms of behaviors and practices in a professional setting.
2. Weekly Journal of your experiences. 15% of the course grade. Each week or more often you must add a minimum 150 word post to your Online Journal here in the Discussion section. Students will maintain a weekly journal where they will discuss their work product, events, experiences, and impressions. The D2L date stamp assures that everyone posts at least once a week.
3. Final Internship Paper. 10% of course grade. This is an evaluation of your internship experiences. Reflect on your internship experience. Did you achieve the goals you originally set out? Were there unexpected benefits of the experience, or unexpected problems that needed to be worked out? What did you do in this internship--the job, the duties, the tasks, the events, and was it worthwhile? Discuss the good parts of the job--what you liked, what you learned, why it was a good experience. Discuss the bad parts of the job--what you didn't like doing, what you didn't feel was helpful, the annoying and petty things. Would you recommend this internship to others--why or why not? What did you get out of the whole experience? Was it worthwhile? Remember--the papers are for my eyes only and will never be seen by the internship supervisors. I am looking for candid thoughts on what you did and learned. Papers must be typed, double spaced, and uploaded to the Dropbox on or before the due date. As a rule, it should be at least 5 pages.
4. Internship Poster. 10% of course grade. Using the template (and looking at the example) in Content, make a poster for display on the Internship Bulletin Board telling where you worked, what you did, and the things you learned from the experience. Sell your internship experience to others. Use the template provided, save as a Word doc and upload as an attachment to the Dropbox.
5. Supervisor evaluation form 60% of course grade. Your supervisor must either email ([Lisa.Langenbach@mtsu.edu](mailto:Lisa.Langenbach@mtsu.edu)) me the completed form from their work email or hand deliver it to me so that it arrives BEFORE the deadline for the Final Internship paper. Or you may hand deliver a sealed envelope from your supervisor. YOU are responsible for making sure the form gets to me in time.

You will receive a grade of INCOMPLETE if all five parts are not submitted on time.

**Submit Application to Prof. Langenbach.** For more information and lists of where students have worked in the past, see Prof. Langenbach in Peck 252 on MWF or email at: [Lisa.Langenbach@mtsu.edu](mailto:Lisa.Langenbach@mtsu.edu).