

# BUS 290 - BUSINESS ADMIN INTERNSHIP

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## Course Description

This course is a requirement for the Associate of Applied Science degree in Business Administration. The objective of the internship is to assess the Business Administration Program Outcomes, and to provide an on-the-job experience for the student pursuing a career in business. At the end of the semester students take a third party assessment to measure their knowledge of business operations, the business organization and business procedures. Students will spend 150 hours over the semester in a supervised training experience. In addition students will meet with the Experiential Learning Coordinator as needed throughout the semester for: internship support, feedback, review of professional employment documents and an internship exit interview. Group 2 course.

## Credit Hours

3

## Contact Hours

3

## Recitation Hours

3

## Required Prerequisites

30 credit hours towards program requirements and a 2.0 GPA in occupational courses.

## Course Learning Outcomes

### Knowledge:

- Knowledge of business operations, and procedures.

### Application:

- Apply interpersonal skills in a professional setting.
- Communicate effectively in both written and oral forms.

### Integration:

- Will transfer academic knowledge to the workplace and technical competencies in their area of interest.

### Human Dimension:

- Apply best practices of social responsibility including ethical standards.

### Caring - Civic Learning:

- Experience realistic job previews connecting academic work and employment.

### Learning How to Learn:

- Evaluate their learning in the context of their profession.