

CRIMINAL JUSTICE 400
INTERNSHIP IN CRIMINAL JUSTICE
LISA S. NORED, J.D., Ph.D.

COURSE DESCRIPTION AND OBJECTIVES: To allow students to engage in experiential opportunities to enhance classroom learning, gain valuable experience in a prospective career field, learn from practitioners, develop perspective on classroom vs. field practice, build professional networks and prepare for the realities of the profession.

Grade Determination and Policies:

- The three-hour course will be graded. Thus, student-interns will receive a grade of A, B, C, D, F. The course is not a pass/fail class.
- All requirements are weighted equally.
- Grading Scale

A	90-100	B	80-89	C	70-79
D	60-69	F	59 or below.		

Undergraduate Credit (CJ 400) - Requirements

- **Work Hours:** 150 work hours for the assigned agency must be completed within the semester that the class is taken. Work hours and schedule determined by the discretion of the agency.
- **Daily log and Journal:** Daily summary (2 paragraphs minimum) of work should be included in the journal; may be electronic (Word document) or handwritten in composition book. Use the Internship Daily Log to keep record of hours worked and have your supervisor verify by signing at the end of your internship work period.
- **Supervisor Evaluation:** Agency supervisor must complete an evaluation of intern performance. A copy of the completed evaluation will be available for review.
- **Reflective Essay:** Five-page essay will be due before the last day of the semester. This paper will be double spaced and in APA format.

GUIDELINES FOR WRITTEN ASSIGNMENTS:

1. Font: Times New Roman (12 point)
2. All written assignments should be double-spaced
3. One inch margins
4. Spelling and grammar will be evaluated

OFFICE LOCATION AND HOURS: Arthell Kelley Hall. 266-4509 or lisa.nored@usm.edu.
Conference times are available by appointment.

ACADEMIC HONESTY AND INTEGRITY: All students at The University of Southern Mississippi are expected to demonstrate the highest levels of academic integrity in all that they do. Forms of academic dishonesty include (but are not limited to):

- Cheating (including copying from others' work)
- Plagiarism (representing another person's words or ideas as your own; failure to properly cite the source of your information, argument, or concepts)
- Falsification of documents
- Disclosure of test or other assignment content to another student
- Submission of the same paper or other assignment to more than one class without the explicit approval of all faculty members' involved
- Unauthorized academic collaboration with others
- Conspiracy to engage in academic misconduct

Engaging in any of these behaviors or supporting others who do so will result in academic penalties and/or other sanctions. If a faculty member determines that a student has violated our Academic Integrity Policy, sanctions ranging from resubmission of work to course failure may occur, including the possibility of receiving a grade of "XF" for the course, which will be on the student's transcript with the notation "Failure due to academic misconduct." For more details, please see the University's Academic Integrity Policy: <https://www.usm.edu/institutional-policies/policy-acaf-pro-012> Note that repeated acts of academic misconduct will lead to expulsion from the University.

ADA SYLLABUS STATEMENT: If a student believes that they have a disability which is covered by the Americans with Disabilities Act (ADA) and makes them eligible to receive classroom or housing accommodations, they should contact the Office for Disability Accommodations (ODA) for information regarding the registration process. Disabilities covered by the ADA may include but are not limited to ADHD, learning disabilities, psychiatric disabilities, physical disabilities, chronic health disorders, temporary illnesses or injuries and pregnancies. Students should contact ODA if they are not certain whether their documented medical condition qualifies for ODA services. Students are only required to disclose their disability to the Office for Disability Accommodations. All information submitted to ODA by the student is held with strict confidentiality.

Address:

Office for Disability Accommodations
118 College Drive # 8586
Hattiesburg, MS 39406-0001

Voice Telephone: 601.266.5024 or 228.214.3232/**Fax:** 601.266.6035

Individuals with hearing impairments can contact ODA using the **Mississippi Relay Service** at 1.800.582.2233 (TTY) or emailing ODA at oda@usm.edu.