

Internships in Sociology (SOC 494R)

Internships provide sociology students with an opportunity to (a) apply sociological knowledge and skills in a practical setting involving face-to-face interaction and mentoring, and (b) obtain additional knowledge and skills in preparation for professional work or graduate school. The course number for our internship program is SOC 494R; the “R” indicates that it is repeatable for up to 12 credit hours, pending department approval. Moreover, the course fulfills the General Educational Requirement of “Experience and Application” or “XA.”

- 1) **To initiate:** Prospective students are expected to contact workplace venues and establish the internship on their own. The [Emory College Pathways Center](#) may help identify potential internship sites.
- 2) **Responsibilities/Supervision:** Once students have found a good internship position, they will need to work with their future supervisor to establish responsibilities, including the number of hours worked per week. **Internships must be unpaid.** Subject to agency requirements, students should arrange to work **13 weeks** during the semester. Students typically choose one of the following two schedules: 4 credit hours = 10 hours/week (130 hours total); and 8 credit hours = 20 hours per week (260 hours total). Consult with the internship coordinator for additional details about credit hour options.
- 3) **Enrolling in SOC 494R:** Contact the internship coordinator for permission to enroll. Priority is given to (senior-level) sociology majors and minors, and all applicants should have taken at least 2 sociology courses. **Students cannot enroll in the internship course during preregistration. Enrollment takes place during the Add/Drop/Swap at the beginning of the semester.**

To receive permission to enroll during Add/Drop/Swap, students must complete the “Application for Enrollment” form, which asks for the following information:

- The name and address of your internship site
- The name and email of your supervisor
- The schedule for your internship hours
- Sociology background, unofficial transcript, and course to be dropped if adding Soc 494

In addition, students must **ask their supervisors to send an email confirming their internship responsibilities and hours** to the internship coordinator's email address.

Note that students **will NOT have a position in the course until the form is submitted and the supervisor has confirmed the internship.** With that information in hand, the internship coordinator will provide instructions on the next enrollment steps (which must be completed before the end of the drop/add/swap period). Students should plan their schedules for the possibility that they will not be able to enroll in Soc 494R.

- 4) **Requirements for SOC 494R:** Course requirements generally include individual monthly meetings with the internship coordinator, 2-3 seminar meetings where all sociology interns come together during the semester, and 3 short (5-8 page) papers, which form the basis for seminar presentations.