

Policy on Internships for Academic Credit
College of Engineering & Mathematical Sciences
University of Vermont

Updated
Spring 2022

Rationale for a policy

Internships provide CEMS students the opportunity to gain practical, hands-on experience in their disciplines. Students are able to apply what they learn in the classroom within a real-world setting and, in turn, bring knowledge and skills gained in the field back to the classroom. When combined with related academic coursework, internship experiences are valuable educational experiences.

Policy provisions

1. Academic credit for internships within the College of Engineering & Mathematical Sciences (CEMS) is offered in accordance with the University's [Academic Internships Policy](#).
2. All internships for credit are overseen and facilitated by the CEMS Career Readiness Program. This enables CEMS to:
 - a. Appropriately advise students on the academic implications of internship credit;
 - b. In collaboration with the Office of International Education, appropriately advise international students on internship credit as it relates to their visa requirements;
 - c. Hold students accountable for establishing goals and objectives that relate to their curricula;
 - d. Work with employers to ensure that the internship experience aligns with college and program objectives;
 - e. Collect, track and report data on the internship experiences of students and employers.
 - f. Establish a feedback loop for continuous process improvement.
3. Determinations of the applicability of internship credits toward degree requirements are determined by each department and/or program within CEMS. Each credit requires a minimum of 40 hours per semester. For example, 3 credits require a minimum of 120 hours, or at least 8 hours per week during a 15-week semester or 10 hours per week during 12 weeks in the summer.
4. Students are responsible for confirming with their academic advisor that internship credits will count toward their degree plan before the beginning of the semester of their internship.
5. Instructor permission overrides are required for registration and overrides will be processed only after a completed Learning Agreement with signatures from the internship supervisor and the student are emailed to the CEMS 190 Instructor.
6. The Internship Learning Agreement must be submitted by the add/drop deadline for the semester the internship will be completed.
7. CEMS Internships for credit are allowed during fall, spring, and summer terms and are not allowed during winter break.
8. International students are required to meet with the Office of International Education to understand how [immigration status impacts paid internship opportunities](#) before requesting a registration override into SINT or CEMS 2991.
9. All CEMS internships for credit will be graded S/U

Internship course designations and applicability of courses by degree:

DEGREE	INTERNSHIP COURSE(S)	APPLICABILITY TOWARD DEGREE REQ:
BS, Major CSIS	CEMS 2991	Counts toward up to 3 credit of free electives
BS, Major DS	CEMS 2991	Counts toward up to 3 credit of free electives
BS Biomed Engr	CEMS 2991	Does not count toward degree
BS Comp Sci	CEMS 2991	Counts toward up to 3 credits of free electives
BS Civil Engr	CEMS 2991	Does not count toward degree
BS Electrical Engr	CEMS 2991	Counts toward up to 3 credits of free electives
BS Engr	CEMS 2991	Counts toward up to 3 credits of free electives
BS Engr Mgmt	CEMS 2991	Counts toward up to 3 credits of Engineering Science electives
BS Env Engr	CEMS 2991	Does not count toward degree
BS Math Sci, Major Math	CEMS 2991	Counts toward up to 3 credits of free electives
BS Math Sci, Major Stat	CEMS 2991	Counts toward up to 3 credits of free electives
BS Mech Engr	CEMS 2991	Does not count toward degree
