



Internship Placement Expectations and Guidelines Master of Arts programs

Internships for Master of Arts students combine supervised professional experience with structured reflection through a seminar or directed study. As graduate students, interns are mature learners who are growing in their knowledge and skills. While the activities and learning goals will be different for each internship, the overall learning outcomes of the program are that students will be able to:

1. Utilize academic knowledge in an applied setting.
2. Act with competence across religious and/or cultural boundaries.
3. Articulate the connections between their academic work and the broader community.
4. Demonstrate personal integrity in service and leadership activity.

The organization's commitments

- Assign the student meaningful work in the internship setting, involving 8-10 hours per week. The project(s) should fit the organization's needs and the student's interests and skills.
- Work with the student for the agreed-upon length of time.
- If possible provide a stipend. The recommended amount is at least \$500 per month.
- Provide a supervisor who has the time, training, and interest to work with the intern.
- The supervisor and the student develop a learning agreement stating goals, activities, and responsibilities in all areas the student will be involved. This is due two weeks after the internship start date.
- Normally the supervisor meets with the intern for approximately an hour each week, for guidance and reflection.
- The supervisor submits a written evaluation of the intern's work at the end of each semester.
- The School will provide orientation materials and resources to supervisors.

Other information about internships at Claremont School of Theology

- ❖ Students arrange their internships in consultation with the Director of Field Education.
- ❖ Students participate in a weekly seminar or directed study while the internship is taking place. Academic credit is granted for the internship and seminar/directed study together.
- ❖ Students usually are taking other courses while doing internships.

For further information, please contact:
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