



# American University of Central Asia

International and Comparative Politics Department

## Internship Policy

### *Basic Requirements*

ICP students in order to fulfill curriculum requirements should undertake two internship courses. It is advised that Internship I course should be taken starting from the spring semester of the second year, and Internship II course should be taken by the end of the third year of studies.

Each internship should entail working at least **120 hours**.

Students should enroll in a relevant internship course and have their de facto internship taking place in a semester when they enrolled for the course. It could be that de facto internship is taken in summer and the course is taken in the fall following that summer internship.

### *Where to Take Internships*

Internships should be taken in any public institutions and give experience that would enrich learning outcomes that students get while studying in the department's program. These could be places such as governmental agencies, local governments, NGOs, international organizations and projects, media, etc. In any case it is advised that prior to taking an internship a student consults with a faculty who is coordinating internships.

In certain cases, the department can offer internships through its Development Clinic, Politics Club Panorama or some of its research projects. If a student has difficulties in finding a place for an internship, he/she can consult with a faculty coordinating internships and the department head.

### *Reporting and Grading*

A student should at the end of internship by a designated deadline submit a 3-4 pp. report as well as a letter from a supervisor from a place of internship. Both should indicate what were duties of an intern, what has been done and achieved, which skills and knowledge a student learned and assessment of work in overall. During a semester a student should also make a presentation to other students enrolled in a course for his/her internship experience. Each student enrolled in a course should also attend at least four sessions of presentations made by other students.

An internship is graded as **pass/fail**.