



CHILD & ADOLESCENT STUDIES (CAS)

Introductory Practicum/ Academic Internships (CAS394L)

Successful completion of an introductory seminar/practicum course is required for all Child and Adolescent Development (CHAD) majors. Students complete practicum requirements in a variety of settings including early childhood, school, and community-based contexts.

Students typically complete 4-5 hours per week at the practicum site for a total of 60 hours over the course session. The grade option for the practicum component is credit/no credit only. **Students must attend a Fieldwork Orientation session.** It is strongly recommended that students attend this session prior to registration for the introductory practicum course or before the start of the course term. Contact CAS Fieldwork Advisor, Professor Diana Robles, for further information including an orientation schedule.

Prerequisites

- CAS 101
- Co requisite: CAS 394

CAS Fieldwork Advisor

Diana Robles, MA

EC-556

(657) 278-2877

drobles@fullerton.edu

Department Information

Website: http://hdcs.fullerton.edu/CAS/index_main.htm

Tel: (657) 278-8458; **Fax:** (657) 278-4456

Location: EC-531

An academic internship is a work-learning partnership between a student, the university, and a host company or organization that bears a direct relationship to a student's major and professional goals.



Need Assistance?

Visit Us: Langsdorf Hall 206

Monday-Friday 8am-5pm

Call Us: (657) 278-3746

Email Us: cice@fullerton.edu

What is an Academic Internship?

At Cal State Fullerton, academic internships are credit-bearing. Students enroll in an internship course and complete course requirements. Anthropology requires you to complete 120-150 hours at your internship site to received 3 units.

3 units = 120-150 hours

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Finding an Internship

Students are personally responsible for identifying and securing a practicum/internship site from course-specific options indicated in Titan Connection.

- Navigate to the **CSUF homepage**, www.fullerton.edu
- Log in to your Student Portal
- Under **Quick Links**, click on **Career Center**
- If you have never been to this page before, you may have to fill out a short form to access the database
- Click on **Jobs & Internships** on the blue toolbar (left side of page)
- Click on **Jobs & Internships on Titan Connection**
- Click on **Jobs & Internships** on the toolbar at the top of the page
- Highlight and Click **Titan Connection jobs**
- Highlight **Academic Internships** under position type
- Enter "CAS" into the keyword search box for approved positions
- Click **Search**

Contact the CAS Fieldwork Advisor if you would like additional assistance or guidance in selection of a practicum site.

Registration

Complete the CICE registration process:

- Navigate to <http://www.fullerton.edu/cice>
- Under "Students" click on **CICE Registration**
- Log in using your campus username and password; select **Academic Internship**
- Complete the CICE registration process; print the "Registration Completion" Form and submit it to your practicum seminar instructor

Note: Select the section number of the practicum course you are registered for when completing the CICE Registration process.

International Students

International students must obtain a **CPT I-20** from the International Education and Exchange office in UH-244. Contact IEE for admissible dates and full information prior to completing the CICE Registration.

Additional Registration Steps

When completing the CICE Registration:

1. Print the following forms:
 - a. Internship Course Approval Form
 - b. Consent Form
 - c. Registration Complete Form.
2. If possible, obtain an official offer letter from your internship site.
3. Bring the CICE Registration forms and offer letter if available to CICE for signature
4. Submit all forms to IEE to process CPT I-20