

Undergraduate and Graduate Credits

The number of credits a student can earn is determined by the Academic Department Head or Program Director. The maximum number of academic internship credits a student can apply towards graduation is 12, with most internships qualifying for 3-6 credits. The quality of the internship position description is evaluated by the following criteria:

- *Substance of the internship position.* The position should be related to the student's major or career goals and have valid work assignments and tasks.
- *The academic assignments as specified in the AIP syllabus.*
- *Duration of the internship position.* Students must participate in a 15-week experience (Fall and Spring Terms) or 12-week experience (Summer Term) even if the total number of learning hours exceeds the minimum requirement. There is no difference between a paid and an unpaid assignment. During the Summer Term students are permitted to participate in 40 learning hours weekly during the 12-week experience.

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<i>Credit Hours</i>	<i>Number of Contact Weeks</i>	<i>Minimum Hours Required</i>
3 credits	15 Weeks	150 learning hours
6 credits	15 Weeks	300 learning hours
9 credits	15 Weeks	450 learning hours
12 credits	15 Weeks	600 learning hours

Students are required to complete the minimum number of learning hours in accordance with the University's academic calendar:

<i>Semester/Term</i>	<i>Program Participation</i>
Fall Semester	September - December (15 weeks)
Spring Semester	January - April (15 weeks)
Summer Term	May - August (12 weeks)

The student's work schedule is arranged between the student and the employer. The employer retains the option to ask the student to return for subsequent semesters and terms. The student is obligated to register for credits during the initial assignment with the employer. If a student continues an assignment after the initial semester/term, the employer must demonstrate in writing any new learning objectives before permission to register for credit can be given. The student may continue the assignment without Robert Morris University sponsorship. Some internship positions require the student to commit to a 9- or 12-month assignment. The student is required to honor the internship position agreement.