CJS 460_001_ Internship in Criminal Justice Fall 2017

This is the course syllabus and it contains important information. Be sure to read the entire syllabus and contact me if you have difficulty understanding what is required for your successful completion of this course.

Instructor

Mrs. Karren S. Price

Office: Liberal Arts North, Room 133

Office Phone: 936 468-2685, or 4408

Email: priceks@sfasu.edu

Office Hours

TTh:11:00–12:15; Wednesday 9:00-12:00

Other hours are available by appointment on Mondays and Tuesdays

Course Related E-mail Guidelines

All e-mails to me concerning class issues should include your name and course number reference (CJS 213.001).

All e-mails to you concerning class issues will be directed to your SFASU e-mail address. You are responsible for checking your assigned SFASU e-mail in-box for messages. Likewise, your e-mails to me should be made through the SFASU e-mail system to insure delivery.

You are responsible for reading all announcements, course documents and e-mails relating to this course.

Classroom Meeting Schedule and Location

This class fulfills your degree plan requirement for an internship and therefore your class meeting is actually at your pre-approved worksite for 180 hrs.

Text

None

Course Objectives

Supervised work experience in an approved agency environment
Program Learning Outcomes

The student will demonstrate critical reasoning, problem solving abilities, communications skills, and technology skills.

The student will demonstrate an awareness of ethical issues in criminal justice, and how to use ethical reasoning to formulate decisions and promote positive organizational and professional trust.

Student Responsibility

You retain the responsibility to regulate your behavior in a manner that will be conducive to learning and attaining a passing grade for this course. You are expected to comply with the rules of your approved worksite and follow the agency's policies and procedures. It is your responsibility to notify me immediately of instances which might prevent you from completing your internship successfully and/or conditions existing which do not produce an appropriate learning or working environment.

You retain the responsibility to make notification of special needs and/or circumstances to the University, Department Chair, and to me.

Because you are an adult, I will not discuss your class business with your parents or guardians.

Class requirements are just that, and failure to submit required material may result in an overall failing grade.

Calendar, Assessment Methods and Tentative Dates

The course grade will be based as Pass or Fail:
ACADEMIC INTEGRITY

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

Withheld Grades Semester Grades Policy (A-54)

*Please copy and paste the following information regarding Withheld Grades into your syllabus. Add additional information as needed to meet your departmental or course needs.*

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from
the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Students with Disabilities**

*Please copy and paste the following statement and place in your course syllabus.*

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).