

Internship and Independent Study Projection information for FLC GIS Certificate students

The GIS Certificate currently requires that students complete either GIS internship (GEOG 480) or a capstone GIS independent study project (GEOG 499). The minimum credit hour requirement for either option is 1, although 2 and 3 credits are also available. FLC requires that 1 credit hour in an internship or an independent study project equates to 50 work hours. Below are descriptions of both GEOG 480 and GEOG 499 along with specific GIS Certificate requirements.

GEOG 480: Internship in GIS (1, 2, or 3 credits; offered as needed Fall, Spring, Summer)

- FLC Catalog description: *Directed work experience using Geographic Information Systems as a major component of the internship project. Minimum requirements are that students complete a term paper, and an oral or poster presentation describing their internship project. Instructor's permission required.*
- The student should meet with the GIS Certificate Coordinator as soon as possible before he or she wishes to begin working as an intern. Internships in the Durango area are not plentiful, but there are usually a few available, especially in the summer. Keep in mind that this is a small market, and that more internships are available if the student is willing to relocate, again especially in the summer. While the GIS Certificate Coordinator will try to find an internship for qualified students, there are things the student can do to secure an internship, such as online job searches. Some websites to visit include the GIS Jobs Clearinghouse (<http://www.gjc.org>), the Southwest Conservation Corps (<http://sccorps.org>), USAJOBS (<https://www.usajobs.gov>), and GISColorado (<http://giscolorado.org/jobs>).
- Some internships are paid, some are volunteer. The student needs to consider this as he or she searches for a position. Keep in mind that the student will have to pay for a minimum of 1 credit hour in GEOG 480.
- GEOG 480 is an "instructor permission" course, meaning that the GIS Certificate Coordinator will override WebOpus registration once the GIS Internship has been approved.
- Requirements:
 - The student, GIS Certificate Coordinator, and internship supervisor must have a 3-way discussion about the potential GIS internship and timeline prior to the official start of the internship. Internships can occur during any part of a semester, but are most often done over the summer.
 - The GIS Certificate Coordinator approves student internships prior to the beginning of the work, and before college credit can be granted.
 - Students are required to maintain a work journal that includes hours worked daily and daily descriptions of the work.
 - Students are required to submit a final written report, including GIS maps, at the end of their internship.
 - The GIS Certificate Coordinator will attempt to visit the student on the job site before the end of the internship period. This will not happen if the internship is not local, but that should not deter the student from trying to secure a GIS internship.
 - The student's on-the-job internship supervisor will write up an exit assessment letter at the end of the internship. This letter may be shared with the intern at the discretion of the student's supervisor.
 - The due date for the journal and the report are determined by the student and the GIS Certificate Coordinator. Typically, the due date is the last day of classes for the semester.