

## ACADEMIC INTERNSHIP – NEURO 496R

Neuroscience Center, Brigham Young University  
[neuroscience@byu.edu](mailto:neuroscience@byu.edu), 801-422-1218

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**Purpose of the Course:** Neuro 496R academic internships are practical work experiences related to the field of neuroscience that enhance student learning through hands-on experiences and close collaboration with a qualified off-campus mentor. This class may be taken for a variable number of credits – see the Credits section below for more information.

**Application Paperwork:** All students must complete the Student Internship Application Forms (called the IRAMS application) prior to enrolling. The application is available at [intern.byu.edu](http://intern.byu.edu). International internships must be coordinated and approved through BYU's Kennedy Center. Students are also required to fill out an Internship Master Agreement. Contact Christine Worthington in the Neuroscience Center Office for information about procedures associated with completing these requirements. BYU's Internship Office is also available to help ([intern.byu.edu](http://intern.byu.edu)).

### Course Requirements:

#### Prior to Beginning the Semester

- Meet with the faculty advisor to discuss the following aspects of your internship: assignments and expectations, grading procedures, standards of personal conduct, nature and amount of supervisory contact between the student and faculty advisor, and procedures for unanticipated termination of the internship.

#### Throughout the Semester

- Submit a weekly journal (see the template at the end of this syllabus). Weekly journals should be emailed to your faculty advisor by Saturday evening each week of your internship. Please note that failure to submit weekly journals will significantly affect your grade. See the Grades section below for more information.

#### End of Semester

- Evaluation of student performance by the internship provider/supervisor. The Neuroscience Center will follow up with your internship supervisor to obtain this evaluation.
- Complete an evaluation of the internship and internship provider. The Neuroscience Center will email you an evaluation for you to fill out and email back.
- Submit a final written report or complete a final oral report of your internship experience with your faculty advisor.

**Credits:** Neuro 496R is a variable credit class. Forty-two or more hours of experience is equivalent to one hour of academic credit. Application for university credit must take place *before* the internship experience is to occur. Credit *will not* be awarded retroactively. Consult with your faculty advisor to determine the appropriate number of credits.

**Grades:** Neuro 496R is a pass/fail course. To receive a passing grade, you must complete the required number of hours and submit all required weekly journals and evaluations. Your weekly journals and final report should be well written and of high quality. All materials must be turned in on time.

**Honor Code:** In keeping with the principles of the BYU Honor Code, students are expected to be honest in all of their academic work. Fundamentally, academic honesty means that any work you present as your own must in fact be your own work and not that of another. Violations of this principle may result in a failing grade in the course and additional disciplinary action by the university.

Students are also expected to adhere to the Dress and Grooming Standards. Adherence demonstrates respect for yourself and others and ensures an effective learning and working environment. It is the university's expectation that each student will abide by all Honor Code standards.

**Preventing Sexual Harassment:** Sexual discrimination or harassment (including student-to-student harassment) is prohibited both by the law and by Brigham Young University policy. If you feel you are being subjected to sexual discrimination or harassment, please bring your concerns to the faculty advisor. Incidents of Sexual Misconduct should be reported to the Title IX Coordinator at [t9coordinator@byu.edu](mailto:t9coordinator@byu.edu) or (801) 422-8692. Reports may also be submitted through EthicsPoint at <https://titleix.byu.edu/report> or 1-888-238-1062 (24-hours a day).

**Students with Disabilities:** Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the University Accessibility Center (UAC), 2170 WSC or 422-2767. Reasonable academic accommodations are reviewed for all students who have qualified, documented disabilities.

## **SAMPLE JOURNAL ENTRY**

Date:

Hours completed this week:

Total hours completed to date:

**New assignments/experiences:**

**What I did:**

**What I found interesting:**

**Something I learned:**