

**FISH 497 INDEPENDENT STUDY  
FALL, SPRING, AND SUMMER SEMESTER 2023-2024**

Instructor/Office Hours

Dr. Jessica Glass / By appointment

Meeting Location and Time:

N/A

Course Credits:

2 credits (P/F or letter grade)

Course Description

Students are sometimes given the opportunity to increase the breadth of their internship through individual study, including daily journals, research reports/manuscripts, and literature searches. The guidelines provided below offer students the various options for how to pair additional individual study credit(s), either separate from or in conjunction with their fisheries internship course. **Students wishing to add an independent study component to their FISH 490 Experiential Learning Fisheries Internship must also meet all of the requirements and complete the assignments for FISH 490. Note that the CFOS internship coordinator will not allow individual study associated with internships if students do not meet the basic requirements listed below.**

**INDIVIDUAL STUDY INTERNSHIP - ACADEMIC CREDIT GUIDELINES  
(2 ADDITIONAL CREDITS)**

Two (2) Additional Individual Study Credit with Internship (Pass/Fail or Letter Grade)

To register for two credits of individual study with a fisheries internship, the student must have a GPA of 2.5 or higher and be admitted into the Bachelor of Science in Fisheries and Ocean Sciences, Bachelor of Arts in Fisheries, or a related major.

Course Assignments

For details on each of the course assignments, please see the syllabus for FISH 490 Experiential Learning ó Fisheries Internship.

1. Student Internship Agreement: **You will not receive permission to sign up for this course without an approved and signed Student Internship Agreement. All individual studies must be approved and all the necessary documentation completed prior to the agreed upon start date.** Although the student will be responsible for making sure this agreement is completely and accurately filled out and the original document is turned in to the CFOS internship coordinator, all three cooperators (student, employer, and CFOS faculty mentor) are required to complete portions of this document and agree on its contents. Once it is completed, copies should be retained by all three cooperators, the CFOS internship coordinator, and the student. **Failure to complete and submit the Student Internship Agreement by the agreed upon start date will result in the student being removed from the course and the student being required to re-enroll in the course the following semester.**
2. Timeline of employment: The timeline must provide major landmarks and deadlines for the individual study, and will require contribution and confirmation from all three participants (student, employer, and faculty mentor; note that a copy will also be provided to the CFOS internship coordinator). It should include the following information:

- a. Date that the individual study begins and ends;
  - b. Dates of individual study landmarks (e.g., time in field, initiate data collection, etc.);
  - c. Deadlines for student assignments (i.e., final summary of individual study experience; student journal; resume or CV, including internship under work experience; term paper; etc.);
  - d. Due dates for mid-point and final evaluations from the on-site supervisor;
  - e. Date that the faculty mentor will notify the CFOS internship coordinator and the student of his/her final grade internship grade.
3. Mid-Point and Final Evaluations: Employers are required to fill out these evaluations and review them with the student intern. Once both evaluations are signed, they can be turned in to the academic file maintained by the CFOS Academic Programs Office; copies should also be retained by the student, employer, and faculty mentor.
  4. Student Journal: Students must record work and duties **daily** in an internship journal, depending on the amount of credits received. Emphasis should be placed on what was learned, noting how it relates to the internship agreement. Keeping such a journal is a good work habit to develop early. It only takes a few minutes per day once the student is used to keeping such a journal. These records can be particularly important when working on contract or on federal/private grants.
  5. Term Paper: Term papers are typically 10 to 15 pages in length and can be focused on a

study credit are also encouraged to give a presentation at the UAF Research and Creative Activity Day which will take place in April.

**Grading**

**Letter Grade Breakdown:** (1) Mid- Point Evaluation 10%; (2) Pre- and Final Resume/CV 10%; (3) Daily Journal 15%; (4) Final Evaluation 25%; and (5) Term Paper 40%. All letter grades will be based on an absolute 90- 80- 70- 60 Scale (e.g., 90% = A, and so on).

**How to sign up for an individual study:**

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