

LINCOLN UNIVERSITY

SYLLABUS: BA 390

COURSE TITLE:	MBA Internship in Business Administration
COURSE NUMBER:	BA 390
CREDIT HOURS:	1-4 Semester Credits
INSTRUCTOR:	To be announced
CONTACT INFORMATION & HOURS:	To be announced
COURSE TIME & LOCATION:	Self-Study Internship: at least 45 hours per credit
PREREQUISITE(S):	Completion of all MBA coursework. Instructor approval required.
TEXT and MATERIALS:	Research materials as appropriate for the internship selected
REFERENCE MATERIALS:	As internship demands

COURSE DESCRIPTION:

Internship of work experience with evaluation by the employer. (1-4 units) Prerequisite: Instructor permission.

COURSE OBJECTIVES:

A report analyzing the internship work must be submitted upon completion of the assignment and reported to the instructor. The employment must be directly related to the student's area of concentration and faculty approval is required. The employer provides an evaluation of the work, and the student should regularly confer with the faculty adviser.

Upon successful completion of the internship report, the student will:

- Demonstrate the application of knowledge gained throughout the graduate program.
- Produce a report that demonstrates critical thought, and displays a high level of professionalism and competence in its presentation.
- Understand how the new knowledge plays out in their professional growth plans.
- Obtain professional experience in the real work place.

COURSE PROCESS AND STRUCTURE:

1. With instructor approval, the student will select an internship and define its scope.
2. The report presented upon the completion of the internship will outline:
 - The nature and full description of the internship
 - The internship's relation to the area of concentration
 - Performance evaluation by the employer
 - Full analysis of the internship
 - Conclusions

EVALUATION:

Report – 100%

Each student will complete a report that includes an employee evaluation and submit it to the instructor.

Last revised: June 20, 2011