

## Department of Philosophy

### MA in Practical Philosophy and Applied Ethics

#### *Timetable for Internship and Internship Report Preparation/Submission April 2008*

- Students may fulfill program graduation requirements by preparing either a thesis or an internship report. Those who select the *internship option* must (1) submit the completed internship project three weeks before the end of classes in a given semester and (2) arrange for a defense no later than second to last week of the semester.
- The internship committee will consist of the internship supervisor and one additional reader, to be chosen by the student in consultation with the coordinator and thesis supervisor
- Like theses, internship reports can be defended, can except in exceptional cases, only during the fall or spring semesters.

When	To/With Whom	What
Beginning of semester prior to one in which internship is to be completed. <b>But:</b> fall semester for students graduating in summer; spring for fall graduation.	Program Coordinator	Meet to discuss internship topic and to select an internship advisor/supervisor
First month of semester	Internship Advisor Program Advisor	Establish an internship partner. Although it is the student's responsibility to identify an internship partner, the department can/will assist.
2 <sup>nd</sup> to last week of classes in semester noted above	Internship Advisor	Prepare internship proposal and partnership agreement forms, available from coordinator, department office, and dept. website
End of semester noted above	Program Coordinator	Submit thesis proposal form for approval of coordinator and department chair
<b>Graduation Application Deadline</b> (very early in the semester)	Registrar's Office	Apply for Graduation

Approximately three weeks before last day of classes (or earlier).	To each member of the Internship Committee	Copies of the Internship Report
No later than 2 <sup>nd</sup> to last week of classes		Internship Report Defense
One week before Graduation.	To the Program Coordinator & Department Chair	(1) A copy of the Internship Report (2) Necessary Signature Pages
<b>ONE week after Graduation</b>	To the Program Coordinator and Department Chair	(1) A copy of the Internship. Report (2) Necessary Signature Pages (3) A PDF version of the Report