



Boston University Study Abroad London

Boston University Study Abroad London Psychology and Social Policy Internship Seminar *Spring 2018*

Instructor Information

A. Name	Dr. Stephen Clift
B. Days and Times	Groups A & B Wednesday 14 February, 5.45-7.15pm Tuesday 6 March, Group A 2.30-4.00 pm / Group B 4.30-6.00pm Tuesday 27 March, Group B 2.30-4.00 pm / Group A 4.30-6.00pm Wednesday 18 April, Group A 10.00-11.30am / Group B 12.00-1.30pm
C. BU Telephone	
D. Email	
E. Mobile	
F. Office hours	By appointment

Aims and Objectives

Internship Seminars offer students the opportunity to reflect upon their internship experience and place it within an academic context.

Attendance

Classes

All Boston University Study Abroad London Programme students are expected to attend each and every class session, Seminar, and field trip in order to fulfil the required course contact hours and receive course credit. Any student that has been absent from two class sessions (whether authorised or unauthorised) will need to meet with the Directors to discuss their continued participation on the programme.

Authorised Absence:

Students who expect to be absent from any class should notify a member of Academic Affairs and complete an Authorized Absence Approval Form 10 working days in advance of the class date (except in the case of absence due to illness, for which students should submit the Authorised Absence Approval Form with the required doctor's note as soon as possible). **Please note: Submitting an Authorised Absence Approval Form does not guarantee an authorised absence**

Students may apply for an authorised absence only under the following circumstances:

- Illness, supported by a local London doctor's note (submitted with Authorised Absence Approval Form).
- Important placement event that clashes with a class (verified by internship supervisor)

- Special circumstances which have been approved by the Directors (see note below).

The Directors will only in the most extreme cases allow students to leave the programme early or for a significant break.

Unauthorised Absence:

Any student to miss a class due to an unauthorised absence will receive a **4% grade penalty** to their final grade for the course whose class was missed. This grade penalty will be applied by the Academic Affairs office to the final grade at the end of the course. As stated above, any student that has missed two classes will need to meet with the Directors to discuss their participation on the programme as excessive absences may result in a 'Fail' in the class and therefore expulsion from the programme.

Lateness

Students arriving more than 15 minutes after the posted class start time will be marked as late. Any student with irregular class attendance (more than two late arrivals to class) will be required to meet with the Assistant Director of Academic Affairs and if the lateness continues, may have his/her final grade penalised.

Assignments

Assignment 1: An account of the internship organisation and your personal objectives

Suggested structure:

- Give an overview of the professional field of your internship (e.g. Health and social care; hospital care for children; education) and provide an account of the organization where your placement is located.
- Describe the aims of your department and the roles of the people within it and give an account of the nature of the work you are expected to undertake.
- Finally, state your personal objectives for the placement. What do you hope to learn from the placement?
- Please give three relevant sources e.g. Organisation annual reports, Strategic plans, External quality assessment reports, plus the web address for the organisation if there is one.

Due: Friday 2 March, by 6.00pm emailed to me at s.clift@btinternet.com

Please save the document with your surname and put 'Internship paper 1' in the subject line of the email

20% of the final grade, not exceeding 1,000 words

Assignment 2: A placement project or research paper

The second assignment can be one of the following:

A report on a project or piece of work undertaken during the internship (e.g. you may be given a substantial task to undertake which requires some research, planning and practical activity.)

OR

A researched paper focused on a particular issue or challenge in health, social care, therapy or education connected with your placement (e.g. a paper on the nature of therapeutic communities in the UK, play therapy in the UK, drugs issues in the UK, eating disorders in the UK).

Papers and references should be formatted in the form you usually employ at home. For the second option I would expect to see at least 5-6 sources.

Due: Friday 30 March by 6.00pm by 6.00pm emailed to me at s.clift@btinternet.com
Please save the document with your surname and put 'Internship paper 2' in the subject line of the email

50% of the final grade, not exceeding 2,500 words

Assignment 3: A reflective assessment of the internship experience

Analysis of the organization at which you have interned plus reflective conclusions on the internship experience. The following information should help you structure this assignment:

- *Summarize* the work done by you and the organisation during your placement.
- *Compare* your British experience to its American counterpart, based on your experience and/or coursework in the field. Do cultural differences account for differences in style or job performance?
- What did you perceive as the *strengths* and *weaknesses* of the organization?
- Put your placement into context by an analysis of current events (for example, what are the effects of the world economic slowdown on the market in which your host organisation operates?)
- Put yourself in the role of consultant. What *recommendations* would you make to the organisation?
- What are your *personal conclusions* about the placement, in terms of what you learned and accomplished? Refer to the personal objectives you included in the first assignment

Due: Friday 20 April, by 6pm emailed to me at s.clift@btinternet.com
Please save the document with your surname and put 'Internship paper 3' in the subject line of the email

30% of the final grade, not exceeding 1,500 words

In both the Seminars and the assessment, students should endeavor to make connections between their internships and what they have learnt in their core and elective courses in London.

Grading

Please refer to the Academic Handbook for detailed grading criteria and policies on plagiarism:
<http://www.bu.edu/london/current-semester>

** Final Grades are subject to deductions by the Academic Affairs Office due to unauthorised absences.*