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**Chapter 3: Educational Policies**  
**Internships and other Work-Based Learning**  
**Experiences**

**Policy**  
**3HTC.5**  
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Custodian of Policy: Vice President of Academic and Student Affairs

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**POLICY STATEMENT**

**Part 1: Purpose**

To provide students an opportunity to earn academic credits through on-the-job training or planned work experience that applies and builds on the skills acquired in their training at the college, and facilitates interaction with co-workers and customers. Work-based learning experiences may be either paid or unpaid based upon individual circumstances.

**Definitions**

**Internships:** A planned on-the-job work experience that provides a student to apply classroom skills in an occupational setting.

**Externships:** An externship is typically an unpaid shadowing of a respected industry professional during which the extern will observe daily duties.

**Practicums:** A practicum is an undergraduate experience in a specialized field of study, that is designed to give students supervised practical application of a previously or concurrently studied field or theory.

**Clinicals/Preceptorships:** Clinicals/preceptorships are the experience of theory application to an actual or simulated patient situation or scenario, which are supervised directly or indirectly by faculty credentialed in the discipline.