

**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:

1 credit (P/F or letter grade)

Course Description

- 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; 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 faculty mentor for final signature. Originals are to be kept in the student's 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 can record work and duties **at least weekly** 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. These records can be particularly important when working on contract or on federal/private grants.
 5. Internship Summary: A one-page summary of the final internship/individual study experience completed by the student is required for submission to the faculty mentor, with a particular focus on how the internship met the learning objectives outlined in the Student Internship Agreement. This summary should be double spaced and in a font size ranging from 10 to 12. Note that this is a summary; therefore, detailed information is not a requirement. A final copy will also be placed in the student's academic internship file.
 6. Resume or Curriculum Vitae (CV): Students will be required to submit a pre- and post-internship resume or CV for evaluation to their faculty mentor and the CFOS Internship Coordinator. The post-internship resume/CV should be updated to include activities and skills associated with their internship experience (listed under the work experience section).
 7. Presentation: Students enrolled for individual study credit are required to present their study results at the CFOS undergraduate symposium sometime during the academic year following the CFOS Undergraduate Internship. In addition, students enrolled for individual study credit are also encouraged to give a presentation at the UAF Research and Creative Activity Day which will take place in April.

Grading

Pass/Fail: **For all individual studies, failure to turn in any of the required assignment(s) will result in a fail grade.**

Letter Grade Breakdown: (1) Mid-Point Evaluation 10%; (2) Pre- and Final Resume/CV 10%; (3) One-Page Summary 15%; (4) Weekly Journal 25%; and (5) Final Evaluation 40%. All letter grades will be b

Disability Services (907-474-5655, uaf-disability-services@alaska.edu, Whitaker 208)
Student Health & Counseling [6 free counseling sessions] (907-474-7043, <https://www.uaf.edu/chc/appointments.php>, Gruening 215)

Office of Rights, Compliance and Accountability (907-474-7300, uaf-orca@alaska.edu, 3rd Floor, Constitution Hall)

Associated Students of the University of Alaska Fairbanks (ASUAF) or ASUAF Student Government (907-474-7355, asuaf.office@alaska.edu, Wood Center 119)

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