Class Hours: 3.0  Credit Hours: 3.0
Laboratory Hours: 0.0  Date Revised: Fall 07

NOTE: This course is not designed for transfer credit.

Catalog Course Description:
This course is designed to give students practical work experience in the public/private/government security field. Individual conferences are arranged instead of class attendance.

Entry Level Standards:
Students taking this course should have sufficient job-related skills to adequately perform tasks relative to the security industry.

Prerequisites:
Second-year status; and a minimum of 2.5 GPA in SEAT courses; and consent of instructor

Textbook(s) and Other Course Materials:
As necessary

I. Week/Unit/Topic Basis:
The student is responsible for scheduling meetings as necessary with the course instructor to discuss progress, concerns, questions, etc. of the internship.

The student should serve in the internship position a minimum of 130 hours. Documentation of service must be submitted and verified by employer.

The internship evaluation should be done by the internship supervisor (employer) and submitted to the course instructor at least one week before the end of the semester.

II. Course Objectives*:
A. Broad knowledge of the security field.
B. Demonstrate a working knowledge of required security-related skills.
C. Exhibit ability to work in a professional environment effectively (i.e., promptness, Reliability).
D. Show good communication skills in working with professionals in security operations
E. Represent PSTCC, SEAT and self as an employable, professional adult
Roman numerals after course objectives reference goals of the SEAT program.

III. Instructional Processes*:

Students will:

1. Exemplify for the employer the expected work ethic, knowledge and skills expected of an entry level security professional. *Technological Literacy Outcome, Social/Behavioral Sciences Outcome, Transition Strategy, Active Learning Strategy*

2. Keep an accurate and neat work log, as well as an accurate time record for tracking hours worked. *Communication Outcome, Transitional Strategies Outcome*

3. Communicate effectively with team/co-workers to ensure timely and accurate completion of work and to establish good human relationships. *Communication Outcome*

4. Gain on-the-job work experience by participating in an internship with regional a employer. *Communication Outcome, Transitional Strategies Outcome*

*Strategies and outcomes listed after instructional processes reference TBR's goals for strengthening general education knowledge and skills, connecting course work to experiences beyond the classroom, and encouraging students to take active and responsible roles in the educational process.

IV. Expectations for Student Performance*:

Upon successful completion of this course, the student should be able to:

1. Demonstrate skills attained in the work place. A,B,C,D

2. Apply appropriate time management in completing a task. A,B,C


4. Follow directions and complete requested work. A,B,C,D,E

5. Demonstrate appropriate presentation skills when applicable. A,B,C


7. Understand the importance of networking with professionals. A,B,C,D,E

8. Develop techniques for data collection, time management, etc. A,B,C

9. Develop skills relevant to the security profession. A,B,C,D,E

*Letters after performance expectations reference the course objectives listed above.

V. Evaluation:

The SEAT Internship must meet the following criteria:

a. Minimum of 130 hours/semester.

b. The student may have been working in the job prior to the internship and may continue in the job after the internship. The idea of the internship is to provide a training period. *Continued employment may or may not result from the*
**internship.**

c. Experience must be related to the security profession.

d. A written critique or analysis of the internship experience is required from the student at the end of the internship and should show the connection between the learning objectives and the actual internship experience.

e. If the internship coordinator deems necessary, an on-site visit may be set up with the internship supervisor (employer) at some point during the internship for review and/or evaluation.

f. Verification of time worked must be submitted to internship coordinator at the end of the internship.

g. An internship evaluation should be done by the internship supervisor (employer) and submitted to the internship coordinator at least one week before the end of the semester.

**B. Grading Scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>59 and below</td>
</tr>
</tbody>
</table>

**VI. Policies:**

Students will comply with all policies of his/her employer.

**B. Academic Dishonesty:**

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. In addition to other possible disciplinary sanctions which may be imposed through the regular Pellissippi State procedures as a result of academic misconduct, the instructor has the authority to assign an F or a zero for the exercise or examination or to assign an F in the course.

**C. Accommodations for disabilities:**

If you need accommodations because of a disability, if you have emergency medical information to share, or if you need special arrangements in case the building must be evacuated, please inform the instructor immediately. Please see the instructor privately after class or in his/her office. Students must present a current accommodation plan from a staff member in Services for Students with Disabilities (SSWD) in order to receive accommodations in this course. Services for Students with Disabilities may be contacted by going to Goins 127 or 131 or by phone: 694-6751(Voice/TTY) or 539-7153.