

ART 4450: Professional Internship

Spring 2026 (January 12 – May 8)

Professor Heidi Strobel

**Course description:** In-training programs offered in cooperation with approved business and professional houses. Students wishing credit must have instructor approve plan. Term reports required of students and employers.

**Course outcomes:** By the end of this course, you will:

- Hone professional skills as appropriate to the internship
- Complete 160 hours of professional internship work on the internship site.
- Produce a journal of activities and reflections collected at the mid-point and end of the semester

**Course requirements and student assessment:** This professional internship requires both hours worked within the internship, documentation of the work, and reflection upon it.

<p><u>Internship journal:</u> This will include a log of your weekly hours and activities and reflections. It will be assessed for quality, quantity, and professional presentation.</p> <ul style="list-style-type: none"><li>• Mid-point journal due: <b>Friday March 6</b>, via email attachment to <a href="mailto:Heidi.Strobel@unt.edu">Heidi.Strobel@unt.edu</a> before 5pm. This journal must include the total of the hours worked up to the submission date.</li><li>• Final journal due: <b>Friday May 8</b>, via email attachment to <a href="mailto:Heidi.Strobel@unt.edu">Heidi.Strobel@unt.edu</a> before 5pm. This journal must include the total of the hours worked during the entire semester.</li></ul>	50%
<p><u>Supervisor's evaluation:</u> Your internship supervisor will provide both midterm and final evaluations of your work. They may do this either through an email message or by using the Supervisor Evaluation Form we provide. <i>Your evaluations must come directly from your supervisor to Dr. Strobel.</i></p> <ul style="list-style-type: none"><li>• Mid-point evaluation due: <b>Friday March 6</b>, via email attachment to <a href="mailto:Heidi.Strobel@unt.edu">Heidi.Strobel@unt.edu</a> before 5pm.</li><li>• Final evaluation due: <b>Friday May 8</b>, via email attachment to <a href="mailto:Heidi.Strobel@unt.edu">Heidi.Strobel@unt.edu</a> before 5pm.</li></ul>	50%

**Course structure:** On-site work at internship location.

**Attendance policy:** Varies based upon internship provider.

**Late work policy:** Late work is not accepted.

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific



needs in a course. You may request reasonable accommodation at any time, however, ODA notices of reasonable accommodation

should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at <http://www.unt.edu/oda>. You may also contact ODA by phone at (940) 565-4323.