

<p style="text-align: center;">FIN 445 Internship in Insurance/Risk Management Spring 2009</p>

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Materials Required

None

Purpose of the Course

The purpose of this course is to give the student practical experience in the field of risk management and insurance. You are expected to perform professional tasks well in an actual work environment and to obtain, digest, and report information on the strategic goals and plans of your employer. This course should give you an opportunity to apply the theory and concepts learned in other risk management and insurance courses in an actual work environment.

Enrollment

You cannot self-enroll in this course. You must complete the (1) FIN 445 Course Application,(2) Job Confirmation Form, and (3) signature page of the Course Contract. You may give these to me or place in my mailbox in Holman 322. I must approve your internship, then have the Business School Dean's Office enroll you. If you do not have an internship placement yet, please provide me with your completed Course Application and signed Course Contract and I will endeavor to generate some job leads for you. All of the required paperwork must be completed by the first day of classes in the Full Summer Session.

Grading

1	Written Project	=	700 Points
1	Supervisor's Job Evaluation	=	250 Points
1	Photograph	=	<u>50 Points</u>
	Total Points Possible	=	<u>1,000 Points</u>

Course Contract and Syllabus

A course contract is an integral part of this syllabus. It explains both your and my duties with respect to this class. Important stuff--such as enrolment qualifications and procedures, the intern job placement process, the course application process, requirements for successfully completing the course, and academic honesty--is discussed in the contract. So that I can be sure you understand my policies in administering this course, I require you to examine the contract, then sign and return the signature page by the first day of classes for the Full Summer Session. This course syllabus provides an intended general plan for the course; deviations are possible.

...And Now A Word from *Your* School of Business Administration

The School of Business Administration upholds honor and academic integrity in all of its teaching, research, and service activities. All business faculty, staff, and students are charged with the responsibility to behave with personal and professional integrity and to refrain from dishonorable conduct...and that includes Professor Cox!