

# Internship in Forensic Science (FSC 400) – Spring 2021

**Instructor:**

Kristi Johnson

**Email:** [Kristi.Johnson@usm.edu](mailto:Kristi.Johnson@usm.edu)

**Telephone:** 601.266.5124

**Office Hours:** MW 9:30-10:30; TuTh 9:30-11:30

---

**Class Period:** Independent work- no classroom or virtual meetings

**Required Text:** None

**Suggested Text:** None

---

**Important dates:**

**Jan 20:** Classes begin (does not apply to this class)

**Jan 27:** Last day to drop full semester classes without academic/financial penalty. After this date, no tuition refund whatsoever will be issued, and all approved drops will result in a grade of W.

**Feb 19:** Holiday- day and night classes do not meet

**Mar 19:** Holiday- day and night classes do not meet

**Mar 31:** Last day to withdraw from the University and receive a grade of W. After this date, students will earn a letter grade for all enrolled courses.

**Apr 2:** Holiday- day and night classes do not meet

**Apr 26-30:** Final exams (does not apply to this class)

---

**Special Health Protocol, Fall 2020**

The global COVID-19 pandemic has prompted new health and safety protocols for face-to-face situations. If this class meets in person, all students will be required to follow several guidelines to reduce the risks of being in the same space:

- All students must wear face coverings that cover their nose and mouth completely.
- Students will sit a minimum of six feet from one another.
- Students will exit the classroom space as guided by the professor; in most cases, students will be dismissed by row or table to avoid crowding.
- Please avoid clustering near one another or the professor at the end of class for questions.
- Students should maintain good health behaviors: avoid touching their face; wash hands often with soap and water for at least 20 seconds (or use hand sanitizer); wear a face covering when not alone; and keep distance from others.
- All students must self-monitor their health and should not come to class if they have the following symptoms:
  - o Fever of 100.4 degrees or higher
  - o Cough
  - o Shortness of breath
  - o Sudden loss of taste or smell
- Students with the above symptoms should call Moffit Health Center: 601-266-5390

# Internship in Forensic Science (FSC 400) – Spring 2021

## **Course Description and Objective**

This course intends to fulfill the requirement for participating in an internship for the completion of the BS degree in Forensic Science. Upon completion, students should have obtained experience working in the field of Forensic Science in any applicable area of expertise.

## **Course Communication**

Communication with the students will be primarily on a one-on-one basis. If there are changes that arise in the syllabus, each student will be notified of the change via USM email and/or Canvas. Therefore, it is given that each student is expected to have their USM email address activated for this purpose.

## **Course Requirements**

1. Completion of 125 Hours of actual work per 3 hours of credit
2. Submit via Canvas:
  - a. Employer information
  - b. Explanation of work completed
  - c. Copy of evaluation letter(s) from all persons that supervised the intern
  - d. All time sheets signed by employer
  - e. Two (2) page paper discussing various aspects of your internship
    - What you learned and/or what you did not learn
    - Whether your experience was expected (what were you surprised by etc.)
    - General pros and cons of your experience

## **Grading Policy**

- A = 100% completion of required work hours, completion of notebook with all required documentation, exemplary evaluation from employer
- B = 100% completion of required work hours, notebook submitted with most required documentation, average evaluation from employer
- C = 100% completion of required work hours, notebook submitted with most required documentation, poor evaluation from employer
- D = 75% completion of required work hours, notebook submitted with most required documentation, poor evaluation from employer
- F = Below 75% completion of required work hours, either no submission of notebook or submission of notebook with little required information, poor evaluation from employer

# Internship in Forensic Science (FSC 400) – Spring 2021

## **Disability Accommodations**

If a student believes they have a disability which is covered by the Americans with Disabilities Act (ADA) and makes them eligible to receive classroom or housing accommodations, they should contact the Office for Disability Accommodations (ODA) for information regarding the registration process. Disabilities covered by the ADA may include but are not limited to ADHD, learning disabilities, psychiatric disabilities, physical disabilities, chronic health disorders, temporary illnesses or injuries and pregnancies. Students should contact ODA if they are not certain whether their documented medical condition qualifies for ODA services. Students are only required to disclose their disability to the Office for Disability Accommodations. All information submitted to ODA by the student is held with strict confidentiality.

### **Address:**

The University of Southern Mississippi  
Office for Disability Accommodations  
118 College Drive # 8586  
Hattiesburg, MS 39406-0001

**Voice Telephone:** 601.266.5024 or 228.214.3232

**Fax:** 601.266.6035

Individuals with hearing impairments can contact ODA using the **Mississippi Relay Service** at 1.800.582.2233 (TTY) or emailing ODA at [oda@usm.edu](mailto:oda@usm.edu).

## **Academic Integrity Policy**

All students at The University of Southern Mississippi are expected to demonstrate the highest levels of academic integrity in all that they do. Forms of academic dishonesty include (but are not limited to):

1. Cheating (including copying from others' work)
2. Plagiarism (representing another person's words or ideas as your own; failure to properly cite the source of your information, argument, or concepts)
3. Falsification of documents
4. Disclosure of test or other assignment content to another student
5. Submission of the same paper or other assignment to more than one class without the explicit approval of all faculty members' involved
6. Unauthorized academic collaboration with others
7. Conspiracy to engage in academic misconduct

Engaging in any of these behaviors or supporting others who do so will result in academic penalties and/or other sanctions. If a faculty member determines that a student has violated our Academic Integrity Policy, sanctions ranging from resubmission of work to course failure may occur, including the possibility of receiving a grade of "XF" for the course, which will be on the student's transcript with the notation "Failure due to academic misconduct." For more details, please see the University's [Academic Integrity Policy](#). Note that repeated acts of academic misconduct will lead to expulsion from the University.

## **Mental Well-Being Statement**

USM recognizes that students sometimes experience challenges that make learning difficult. If you find that life stressors such as anxiety, depression, relationship problems, difficulty concentrating, alcohol/drug problems, or other stressful experiences are interfering with your academic or personal success, consider

## Internship in Forensic Science (FSC 400) – Spring 2021

contacting Student Counseling Services on campus at 601-266-4829. More information is also available at <https://www.usm.edu/student-counseling-services>. All students are eligible for free, confidential individual or group counseling services. *In the event of emergency, please call 911 or contact the counselor on call at 601-606-HELP (4357).*

### **Confidentiality and Mandatory Reporting**

As an instructor, one of my responsibilities is to help create and maintain a safe learning environment on our campus. I also have a mandatory reporting responsibility related to my role as a faculty member. I am required to share information regarding sexual misconduct or information about a crime that may have occurred on USM's campus with certain University officials responsible for the investigation and remediation of sexual misconduct. The information will remain private and will only be shared with those officials necessary to resolve the matter. If you would like to speak in confidence, resources available to students include Confidential Advisors with the Shafer Center for Crisis Intervention, the Counseling Center, Student Health Services, and Clergy. More information on these resources and University Policies is available at <https://www.usm.edu/sexual-misconduct>.