



Registration and Course Requirements

1. Student must have at least 60-hours of course credit and be enrolled in an engineering program at USM.
2. Student needs to secure an engineering internship and have an engineer at the company willing to supervisor the experience.
3. Student must submit the proposal form to the instructor of record for ENG 394 to be enrolled. It should include the planned number of internship hours as well as outline the project to be completed. The proposal must be signed by both the on-site supervisor, the student and the instructor of record.
4. Students will accrue course credits using the schedule below:
 - 140 hours – 1 credit
 - 280 hours – 2 credits
 - 400 hours – 3 credits

The student may accrue more than three credits in EGN 394 and may enroll in the course multiple times.

5. Students may use up to 3 course credits of EGN 394 to satisfy an engineering technical elective within their degree program.

Reporting Requirements

1. Student will complete all assignments required by the EGN 394 instructor. Typically, this includes monthly progress reports (no more than 2000 words).
2. At the end of the internship, the student will summarize all reports into a final report that should first be approved by the on-site supervisor and then submitted to the instructor of record. The final report will follow “ANSI/NISO Z39.18-2005 Scientific and Technical Reports” writing standards.
3. Student will give a 8-10 minute presentation to the engineering department detailing their experience.
4. At the conclusion of the internship, the on-site supervisor will complete an assessment of student’s performance (provided by the instructor of record).
5. The instructor of record will assign a letter grade based on the progress reports, final report, on-site visit, on-site supervisor’s survey and final presentation.