**Code of Conduct**

**Students will:**

* Behave in a professional manner during internship
* Dress appropriately for internship
* Adhere to all GVSU rules and represent the institution, the Department of Sociology, and the student body to the highest level
* Adhere to all company rules
* Complete all assigned work for class
* Turn assigned work in on time
* Seek out and find internship with the help of Internship Coordinator
* Provide an official, signed document from internship supervisor in regards to responsibilities during internship

The SOC 490 Internship is a learning experience for Sociology Students wishing to gain firsthand experience in the workforce. It is designed to help the student succeed beyond graduation. The internship should be seen as not just an internship, but as an ongoing interview session. The employer will watch the student and evaluate the student’s performance with the possible intention of hiring the student for future employment. It is up to the student to make the most of this experience and gain what knowledge they can all while acting in a professional manner alongside established professionals.