

**Bachelor of Science
Energy and Environmental Policy
University of Delaware**

**ENEP 364
Internship Fieldwork Guidelines**

The purpose of the Internship is for the student to develop a research paper that will contribute to an advanced understanding of the topic area in which the student intends to write his/her ENEP 472 Senior Research Paper (Senior Thesis).

This internship fieldwork course is designed to provide students with the opportunity for experience outside of the classroom setting with an organization in the field of energy and environmental policy.

The internship fulfills the University requirement for the Discovery Learning Experience through a planned and supervised learning opportunity to fulfill the educational competencies of the student's concentration and of the major.

Students may choose to intern with a nonprofit, government or research organization in the field of energy and environmental policy or with a business that provides energy or environmental services.

In order to fulfill the internship fieldwork credit, students must:

1. Contact their Concentration Advisor no later than the third week of September of their Junior year to begin the process of identifying an appropriate Internship. CEEP will hold an information session for Junior ENEP students during the first week of September in advance of the meetings with the Concentration Advisors.
2. Have their internship approved by their Advisor. This includes the submission of a one-page, typed description of the proposed internship with a clear indication of the value of the expected research or service to the preparation of the student's Senior Research Paper.
3. Complete at least 120 hours of internship work.
4. Prepare an outline for and write a 12—15 page paper (double-spaced) detailing their research or service experience. The outline of the paper must be approved by the student's Advisor prior to completing the final paper.

**Please note that the grade for ENEP 364 is not based on the time spent at an agency or a business during the internship. The grade is based on the outline of the ENEP 364 paper and the final paper prepared by the student. The outline of the ENEP 364 paper must be submitted to the Concentration Advisor for review and approval prior to preparing the final paper.

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Internship Paper Guidelines**

Your paper should include the following:

- Description of the relevance of the internship to your research for the Senior Research Paper (ENEP 472). This can include: data collection; case study material; experience with technology, markets or policy; etc. that improves your understanding of your research area.
- Energy and/or environmental components of the internship that you were involved with. Be specific, utilizing data or other information from your internship (graphs or data tables may help you to present this information).
- Significance of these energy and/or environmental components within a theoretical or conceptual framework. Utilize materials from your ENEP classes to assist you in linking your internship experience with broader research concerns.

The outline of the ENEP 364 paper must be submitted to the Concentration Advisor for review and approval. Once the outline has been approved by the Concentration Advisor, the student should prepare the Internship Research Paper.

A minimum of 10 academic sources, including books and journal articles that you have read for your ENEP courses, or outside reading material, should supplement your discussion. These sources should be cited in the text and included in a reference list at the end of your paper.

Your paper should be well-organized, with an introductory paragraph that provides a "thesis statement" and explains how the paper will be organized, a body comprised of well-constructed paragraphs, and a conclusion. The body of the essay should include separate sections with section headings on: 1) your internship purpose; 2) the energy and/or environmental components of the internship that you were involved with; and 3) the significance of these energy and/or environmental components within a theoretical or conceptual framework.

Internship papers should be 12—15 pages in length, double spaced in 12pt. font. Papers are due in hard copy (printed), and should not be emailed.

**Bachelor of Science
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Internship Registration Form (ENEP 364)**

ENEP Course No: _____

Semester of Internship: _____ Credit Hours: _____

Intern Information:

Intern's Name: _____ Telephone Number: _____

Email Address: _____ UD ID No: _____

Major/Minor/Concentration: _____

Internship Description:

Position Title: _____

Organization Providing Internship: _____

Mailing Address: _____

Name of Site Supervisor: _____

Site Supervisor's Title: _____

Site Supervisor's Telephone Number: _____

Site Supervisor's Email Address: _____

Site Supervisor's Signature: _____

Dates of Internship: _____ Approx. Hours of Work per Week: _____

Brief Description of Tasks: (Attach additional pages as necessary.)

Anticipated Benefit to Intern:

Concentration Advisor's Signature _____ Date: _____

Intern's Signature: _____ Date: _____