

# Biology Internship Course – Syllabus

Instructor: Alison Onstine

Summer 2026: Academic Year 2026-2027

## *What is an undergraduate biology internship?*

An undergraduate internship is an authentic job-related experience with a company, program, or professional group outside Georgia Tech with a biology focus. The internship experience will provide hands on experience in a life science profession while leveraging knowledge and skills gained through major coursework.

*Why is an undergraduate internship important?* Undergraduate internships provide a unique view into the biology related jobs available to graduates. This professional development cannot be replicated by on-campus coursework. The mentoring received by professional colleagues builds confidence, fosters deeper understanding, and enhances personal and professional development.

## Course Prefix and Number

- Course prefix: BIOS: School of Biological Sciences
- Course numbers:
  - 4694: Audit course for paid or unpaid internships
  - 4695: Graded academic credit course for unpaid internships

## Course Name

- BIOS4694: Biology Intern Assistantship
- BIOS4695: Biology Internship

## Section

No specified sections

## CRN

BIOS4694: 54764

BIOS4695: 54765

## Course Description

An external biology-focused internship experience pre-approved by the instructor in consultation with the School of Biological Sciences Undergraduate Curriculum Committee.

## Course Learning Outcomes

- Professional Practice
  - Participates in meaningful biology focused work for an outside organization.

- Meets all attendance and productivity goals as determined in discussion with the internship supervisor.
- Becomes familiar with the organizational structure of the agency including the role and function of staff members.
- Becomes familiar with the philosophy, mission and goals of the organization.
- Communication in a Professional Environment
  - Uses and understands professional and discipline-specific language
  - Expresses ideas orally in an organized, clear, and concise manner
  - Writes clearly and concisely using correct grammar, spelling, syntax, and sentence structure
  - Demonstrates an ability to interpret, evaluate, and create visual representations of ideas
- Ethical Conduct
  - Contributes to a safe working environment by complying with all organization specific regulations.
  - Upholds the GT Honor Code.

#### Required Course Materials

No materials are required for the course. Specific internships may have their own requirements.

#### Grading Policy

BIOS4694: Audit: Visitor (V) or Withdrawn (W)

Successful completion of the external internship will result in a V

This course has no assignments

BIOS4695: Letter grade

30% Midterm assessment\* of attendance and performance in the internship

30% Final assessment\* of attendance and performance in the internship

\* Assessments completed in collaboration with the external internship supervisor

20% Submitting an updated resume/C.V.

20% Submitting a reflection paper on their internship experiences

#### Attendance Policy

Each student will arrange with their internship supervisor the hours worked per week. Three internship hours per week correspond to one credit hour. As needed, meeting times between the student intern and the course instructor (Alison Onstine) will be arranged at the convenience of both parties.

#### Statement About Acceptable Student Conduct

Internship mentors and students will discuss and agree on expectations before beginning an internship. Expectations should include the student's weekly time commitment; methods and frequency of communication between the student and mentor(s); and when and how students will reflect on their successes and challenges. Your internship course

instructor is available to assist with any issues that may arise during the external internship experience. At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. The Student-Faculty Expectations articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while participating in an external internship program.

To support mutual respect and understanding between students and faculty, Georgia Tech faculty and students collectively adopted a list of student-faculty expectations. See the full Student-Faculty Expectations agreement here: <https://catalog.gatech.edu/rules/22/>

#### Academic Honesty/Integrity Statement

Students are expected to maintain the highest standards of academic integrity. All work submitted must be original and properly cited. Plagiarism, cheating, or any form of academic dishonesty will result in immediate consequences as outlined in the university's academic honor code: <https://policylibrary.gatech.edu/student-life/academic-honor-code>

#### Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible to set up a time to discuss your learning needs.

#### Campus Resources

The Undergraduate Research Opportunities Program (UROP) provides resources and support for undergraduate research students and their mentors. Visit <https://undergradresearch.gatech.edu/> or contact UROP at [urop@gatech.edu](mailto:urop@gatech.edu) for more information.