

PUBP 2651/4651 Public Policy Internship

Prof. Richard Barke

Fall 2026

Purpose & Objectives

The public policy internship is intended to foster learning by supporting active participation and introspection into the internship experience. To receive credit for the course, students will perform their assignment as required by the employer, reflect on their experiences through weekly journal writings, and prepare a paper analyzing their work experiences relative to concepts or theories from the social sciences or policy studies.

Class Meetings

The student is not required to meet with the faculty sponsor.

Grading Criteria

Students will be awarded grades based on the following criteria:

Journal	50 percent
Midterm Report	20 percent
Final Paper	30 percent

Journal

Students will be required to keep a weekly journal. The work environment can be complex and fast paced. A journal will help you understand your role, work, and progress. You should reflect on your tasks, difficulties, insights, your opinions, and reactions, and discuss problems, contradictions, political issues, human behavior, etc. Your perspectives are likely to evolve during the semester. This is a project notebook, where the "project" is both your work and your personal development. Be sure to include reflections on how classroom learning has provided useful insight into (or is contradicted by) your experience. Each daily entry should be about 1 page in length. Journal entries for each week must be submitted electronically to the professor as a Word attachment (not Google doc, etc) by the end of each weekend. The penalty for late submissions is 20 percent per day or portion. Journals will be graded based on timely submission, quality of commentary, and use of proper grammar and punctuation.

Attendance

Students are expected to be present at their assigned place of work each working day as prescribed by the internship supervisor. Students should notify their office if they are unable to report to work during the assigned working hours for any reason, and should document the reasons (e.g., by email notifications) to the supervisor and the faculty advisor.

Final Paper

To earn GT academic credit, an intern will develop a research topic that allows them to analyze an aspect of the policy process related to your internship assignment and duties. You will select and refine your research question in consultation with your faculty advisor. It would be helpful to use the methodology of *participant observation*. An excellent 26 page guide on how to do this is: *Turning an Internship into a Research Opportunity* by Judith E. Scott and Susan S. Silbey: http://web.mit.edu/~ssilbey/www/pdf/intern_to_research.pdf Papers can examine current policy disputes, examine aspects of the policy process (e.g., the internship organization's role, strategies, etc.), examine the utility of policy concepts and models from college coursework, or offer evidence-based advocacy related to the internship assignment. Topics should be discussed with the advisor before submission. A final paper, usually 10-15 pages double-spaced) is to be submitted to the faculty advisor by four days before semester final grades are due. Final papers will be graded based on compliance with any or several of the criteria stated above and on the quality of writing. *Students who choose to use AI for research or writing assistance should communicate with the faculty sponsor about allowable use before submitting any deliverable.*

Policies & Regulations

The instructor of record reserves to the right to alter these requirements with reasonable notification of enrolled students.

Georgia Tech Honor Code

All students are expected to abide by the Georgia Tech Honor Code in these courses, as well as all Institute courses. The complete code can be found online at <http://www.honor.gatech.edu>.