

## Guidelines for AIP Final Deliverable (Paper/Project)

Development of a final academic paper, project, or presentation demonstrating learning is a key component of the Academic Internship Program experience that encourages students to think critically and communicate analytically about the relationship between theory and practice, deepening understanding of both the internship context and the academic discipline. By combining the internship with an independently developed final deliverable, students demonstrate [competencies](#) essential in both academic and professional settings, including critical thinking and problem solving, research ability, and written and/or digital communication.

The final academic deliverable is developed independently under the supervision of a Faculty Advisor. While general guidelines are offered here, specific parameters for the final deliverable and the standard for a passing grade should be consistent with the relevant discipline, and are ultimately at the Faculty Advisor's discretion.

### Developing the final deliverable

The specific topic, approach, and bibliography should be formulated in consultation with the Faculty Advisor. ***Students and their Faculty Advisor should arrange to connect at least three times during the quarter regarding progress on the final deliverable and the internship.***

All final deliverables, whether a paper, project, or presentation, should contain substantive academic content with an analytical focus and:

- **Address a topic or apply a skill set that relates to some aspect of the internship**, e.g., the industry, organization, profession, practices, populations served, methods or technologies used, etc.
- **Apply an academic or disciplinary lens**. What questions or approaches might a sociologist, biologist, economist, artist, data scientist, etc., consider in relation to the internship field?
- **Incorporate data and/or observations from the internship, if appropriate and relevant to the chosen approach**. Be mindful of any confidentiality issues related to the use of organizational data, and inquire about the internship host's policies.
- **Incorporate an appropriate number of outside readings/sources**. Work should reference scholarly books, articles, or other sources that establish a framework for the approach and/or support arguments made. Reputable websites and primary sources may be used, as agreed upon with the Faculty Advisor.
- **Take an analytical approach**. Avoid merely summarizing internship experiences or asserting personal opinions unsupported by evidence.

## Potential approaches

The specific format and content of the final deliverable will vary based upon the nature of the internship, the student and faculty advisor's backgrounds and academic disciplines, and overall learning objectives. AIP provides a non-exhaustive [list of potential approaches](#), but the content and structure of the proposed final deliverable must be determined with and approved by the Faculty Advisor.

### ***Paper/project parameters***

Specific length and formatting parameters for the final deliverable should be determined with the Faculty Advisor, taking into consideration the level of rigor and depth appropriate for the chosen unit option. Final deliverables should follow citation standards of the relevant discipline (MLA, APA, etc.), and include a Bibliography or References page.

Written work should generally be standard 12-point font, one-inch margins, double spaced.  
Approximate length guidelines, which may be adjusted in consultation with the Faculty Advisor:  
2 UNITS: 4-5 page analytical paper OR equivalent project with written analysis  
4 UNITS: 8-10 page analytical paper OR equivalent project with written analysis

6+ UNITS: Paper length does need to exponentially increase for higher unit options, but the depth and effort of the final paper/project, in combination with time and effort at the internship, should reflect the amount of credit earned.

## Paper/Project Rubric

The following [rubric](#) has been developed as a recommended guide for students and faculty advisors, providing benchmarks for optional use in the development and evaluation of the AIP final deliverable. Ultimately the standard for a passing grade for the final deliverable should be consistent with the relevant discipline, and is at the discretion of the faculty advisor.

### **Tips for Students - Make it Meaningful**

AIP encourages students to develop a paper or project topic that adds depth and value to the internship experience. The following approaches can help to make the final deliverable assignment meaningful:

- Choose a topic that interests you and sparks your curiosity
- Think strategically about knowledge, skills, or expertise you want to develop and demonstrate through the final deliverable
- Consider what you would like to include in a portfolio or provide as a writing sample to potential employers or graduate schools
- Develop a project or report useful to the internship site
- Deepen your understanding of a field to clarify your career goals, interests, and values
- Practice with writing or presentation formats employed in your field of interest