SUMMER PRACTICUM
ARCH 409/609
1 – 5 VARIABLE CREDIT
INSTRUCTOR OF RECORD: Glenda Fravel Utsey, Associate Professor, Email gutsey@uoregon.edu

COURSE DESCRIPTION
This course is intended to provide students with the opportunity to earn academic credit while gaining experience under the supervision of a professional firm. Construction/contractor firms, engineering firms, city planning departments or traditional architecture firms both domestic and foreign are all acceptable placements.

The firms are required to expose the students to as many of the 14 IDP Training Requirements as possible. This is recorded on an Experience Assessment Form. At the same time, the student is required to keep a daily log and weekly journal describing these experiences.

COURSE OBJECTIVE
This formalized program is to assist 4th and 5th year majors, with little or no architectural office experience, and to obtain professional office experience off-campus.

COURSE REQUIREMENTS
1. Students should expect to apply **30 hours of engagement for each credit earned**. For each credit expect to practice:
   a. Preparation of a resume and portfolio and the initial interview with the instructor of record (Utsey) to review the resume and portfolio of work prior to Summer Term.
   b. The Summer Practicum Course requires students to find their own placement, and the process is to be included in the student’s daily log and weekly journal.
   c. The final hours are unpaid work in the office for credit. Students may receive pay beyond these required hours at a rate and conditions regulated but the employer firm.

2. The student and the firm must complete a Summer Practicum Application and Evaluation Form and return it to the Department of Architecture. Enrollment must occur the same term of the practicum.

3. Students are required to keep a daily log and a weekly journal of activities and samples of work for review at the end of the term by the instructor.

4. The student will contact the office and arrange the first meeting. The form and the student must arrange a work schedule that is mutually acceptable for both parties. It is the student’s responsibility to rigidly adhere (without exception) to the agreed upon days and times.

5. The students are to present themselves and dress in an appropriate professional manner, at least to the level of the other professionals in the office.