



Levin.

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July 8, 2020

From: Dr. Robert Simons, Chair, Department of Urban Studies

Re: Fall Internships at the Levin College

As you know the university has determined that many fall 2020 semester courses will continue to be taught remotely. While Ohio's Governor has indicated that there may be some relaxing of practices suggested by public health professionals (physical distancing, masks, etc.) in the future, there is much that is unknown and challenges remain that could result in further spread of COVID-19.

Levin College leadership has concerns that the health of students may be impacted by COVID-19 if they are required to participate in fall internships. The College has no way to ensure that an internship site can adhere to strict compliance with social distancing and the wearing of masks by students and others to insure their safety.

Out of an abundance of caution, the College Dean and Department Chair have decided that no internships can be completed this fall unless the placement is 100% remote (that is, the student does not have to go to an organization's offices or otherwise be in contact with staff or clients of the organization).

You have four options:

- If you can, plan to postpone your internship until the spring semester or beyond. *This is the preferred course of action.*
- Register for and complete a REMOTE internship in fall 2020. The College will require the director or supervisor at the organization to verify that all work will be completed remotely. This form will be included in a student's internship packet and must be signed by the student and the internship supervisor or agency director and returned to Alexandra Higl in the Center for Public and Nonprofit Management with the other internship forms.
- Take an alternative 3 credit hour class designed by Dr. Beth Nagy that will be offered online in place of the internship for the fall 2020 semester only (UST 490, section 1). *For students who must complete an internship in fall 2020, this is our suggested course of action. Students should email Dr. Beth Nagy with a rationale as to the need to complete this alternative course rather than register for the internship in a later semester.*
- If you have prior work experience, you may request a waiver of the internship requirement by completing the Undergraduate Internship Waiver Request Form

(http://www.csuohio.edu/urban/sites/csuohio.edu.urban/files/Undergraduate_Internship_Waiver_Form.pdf). Waivers will not be granted on the basis of COVID-19, but on the basis of prior work experience. You may need to make up the credit hours by taking another class in your program.

We appreciate this is a disappointing situation, but our first concern is the safety of all Levin students.

If you had planned to register for an internship this fall, please consult with the following Levin College staff about the four options listed above:

Dr. Mary Myers, Advisor, for general advising and internship waivers
(urbanadvising@csuohio.edu, m.c.myers@csuohio.edu)

Dr. Beth Nagy, internship instructor (for details on the alternative course content).
(b.a.nagy1@csuohio.edu)

Professor Winifred Weizer, Undergraduate Program Director (for general questions)
(w.weizer@csuohio.edu).