

## Urban Planning and Design Internship with Seminar (10:971:400) Information Sheet

### **What is the Internship with Seminar?**

For Urban Planning and Design majors, the Internship course (10:971:400) is a 3 credit elective. This elective requires work in a planning, engineering, architects, municipal, non-profit, municipal or private development firm that focused on planning and design. Students must complete a minimum of 125 hours. Students must document their work tasks, drawings, plans or other graphic output and hours which must be presented at the end of the semester. Additionally, a letter from your immediate supervisor regarding your work ethic and production must be presented at the end of the semester. All internships must be approved by Professor Juan Ayala before you start and to whom your final presentation must be made. One additional meeting is required at mid semester to assess progress and outputs.

### **What are the prerequisite courses?**

The prerequisite courses for the Urban Planning and Design major internship course include: Designing Healthy Cities, Graphic Communication for Planners, Introduction to GIS, Introduction to Site Planning and Urban Design, one course in Transportation, Planning and Design Studio I, and Advanced Graphic Communication.

### **When should I look for an internship?**

Urban Planning and Design majors can contact Professor Juan Ayala for a meeting at [jayala@rutgers.edu](mailto:jayala@rutgers.edu). Students will be given recommendations to locate and secure an internship, but students are not placed into specific internship sites. Students may be required to apply and/or interview in order to secure an internship and must submit a signed internship contract to the course instructor.

### **Can I do an Internship over the summer?**

Students may register for the Internship course in the summer if they are a declared major and completed the prerequisites.

### **Can I use a current or prior Internship experience to meet this requirement?**

Students may not use prior experience to complete the Internship course requirement, but may discuss current placements with Professor Juan Ayala.

### **How do I register?**

All eligible students need a special permission number in order to register for Internship (10:971:400). This special permission number can be granted through a request on this website: <http://bloustein.rutgers.edu/courses/special-permission-numbers/>.