

Towson University

Department of Chemistry & Forensic Science

Forensic Science Internship FRSC 787

Credits: 3 credits

Prerequisites: Must be enrolled in MSFS program and obtain approval from MSFS Program Director. Cumulative GPA 3.0 or higher.

Faculty Internship Coordinator: Dr. Ellen Hondrogiannis

Office: 3301D

Email: EHondrogiannis@towson.edu

Office Hours: By appointment

Course Description

Supervised laboratory experience relating forensic theory and practice. The internship will be carried out in a commercial, city, county or federal laboratory. The total number of hours spent at the internship site will be a minimum of 160 but may be greater if required by the internship site. Students may be required to submit to polygraph, background checks, physical exams and drug screens by the internship site; any funding required by the internship site for this is the responsibility of the student. Appropriate internship placements may include:

- Forensic laboratories
- Medical examiner or coroner offices
- Law enforcement agencies
- Crime laboratories
- Government agencies
- Environmental or toxicology laboratories

- Private forensic consulting laboratories
- Other approved forensic or scientific organizations

Internship placements must be approved by the Faculty Internship Coordinator before the internship begins.

Course Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Apply forensic science principles in a professional work environment.
2. Demonstrate competency in laboratory or investigative procedures appropriate to the internship site.
3. Practice ethical decision-making and maintain confidentiality in accordance with professional standards.
4. Demonstrate effective oral and written communication.
5. Evaluate professional strengths and areas for continued growth.
6. Integrate academic learning with experiential practice.

Internship Requirements

Students are expected to:

- Complete the required internship hours established by the Department of Chemistry & Forensic Science.
- Maintain regular communication with the Faculty Internship Coordinator.
- Follow all employer policies, safety regulations, and confidentiality agreements.
- Demonstrate professional conduct and dependability.
- Notify both the internship supervisor and faculty coordinator immediately of any concerns affecting the internship.

Required Towson University Internship Documentation

Before beginning the internship, students must:

- Obtain approval from the Faculty Internship Coordinator.
- Complete all required departmental and university internship paperwork.
- Complete any required Learning Plan and University/Site Agreement if applicable.

Students must also:

- Download the required internship forms (*Internship Program: University and Employer/Sponsor Agreement* from the Towson University Career Center for the MSFS director and the Employer/Internship Sponsor to sign.
- Download the Employer Evaluation (*Student Competencies Evaluation Form*) form from the Towson University Career Center and provide it to their internship supervisor during the final weeks of the internship.
- Ensure that the completed *Student Competencies Evaluation Form* is submitted to the Faculty Internship Coordinator within one week of the internship end date.

[Towson University Career Center – Academic Internship Forms](#)

Failure to submit the required internship documentation, including the Employer Evaluation, may result in an incomplete or reduction in the final course grade.

Internship Journal (10%)

Students will maintain a professional log on OneDrive documenting:

- Dates and hours worked
- Major responsibilities
- Skills utilized
- New techniques learned
- Professional observations

- Reflections on workplace experiences

The journal should be updated throughout the semester. The OneDrive document cannot be deleted by the student. The internship coordinator must have access to this document for future FEPAC accreditations.

Final Internship Paper (25%)

Students will submit an **8–12 page professional paper** that includes:

- Description of the internship site and its mission
- Description of assigned duties and responsibilities
- Discussion of forensic science concepts applied during the internship
- Professional skills developed
- Ethical and legal considerations encountered (when appropriate)
- Reflection on challenges and accomplishments
- Connection between the internship experience and coursework completed at Towson University
- Career goals and future professional development

The paper should be professionally written using APA style and include references when appropriate.

Final Presentation (25%)

Each student will deliver a **15-minute professional presentation** during the final week of the semester.

Presentations should include:

- Overview of the internship organization
- Description of daily responsibilities
- Skills and techniques learned

- Relationship between coursework and professional experience
- Significant projects or accomplishments
- Challenges encountered and lessons learned
- Career goals following the internship

Students should be prepared to answer questions from faculty and classmates following the presentation.

Grading

Assignment	Percentage
Employer Evaluation	40%
Internship Journal and Professionalism	10%
Final Internship Paper	20%
Final 15-Minute Presentation	30%

Professional Expectations

Students represent both the Department of Chemistry and Towson University while participating in internship experiences.

Students are expected to:

- Demonstrate professionalism at all times.
- Maintain confidentiality regarding investigations, evidence, laboratory procedures, and client information.
- Arrive punctually and complete assigned responsibilities.
- Dress appropriately according to employer expectations.
- Communicate respectfully with supervisors, colleagues, faculty, and clients.
- Adhere to all laboratory safety procedures and applicable legal and ethical standards.

Academic Integrity

Students are expected to comply with the Towson University Student Academic Integrity Policy. All written assignments must represent the student's original work. Plagiarism, fabrication, or any other form of academic dishonesty may result in disciplinary action consistent with university policy. Students are not permitted to use AI for any assignments in this internship.

Accessibility Statement

Towson University is committed to providing equal educational opportunities for students with documented disabilities. Students requesting accommodations should contact Disability Support Services as early as possible in the semester and notify the instructor after accommodations have been approved.