

Department:

Criminal Justice

Course Description:

The focus of this course is hands-on practical experience and observation in a field directly related to the student's academic preparation and career objectives. Periodic meetings between the instructor and the student will be held to review the progress and success of the student's experiences. Upon completion of the practicum, the student will demonstrate key criminal justice competencies by creating a presentation as directed by the instructor.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Demonstrate a working knowledge of the criminal justice vocation and a sense of the actual workings of a specific field within Criminal Justice, Loss Prevention, Juvenile Delinquency, etc.
2. Actively participate with working professionals to experience the reality of day-to-day tasks, job requirements, physical and emotional demands of the position, and to engage with co-workers whose views are different from one's own.
3. Demonstrate the skills and attributes needed to succeed in an entry level professional position. These attributes include, but are not limited to, initiative, promptness, dependability, courtesy, cleanliness, attendance, responsibility and confidentiality.
4. Apply on-the-job terminology accurately, and demonstrate an awareness of the work patterns associated with the field, including shift work, holidays, and special events.
5. Present a detailed summary of the practicum experience in a manner appropriate to a professional setting, following specific assignment guidelines as directed by the instructor.

Course Content:

Practicum content will vary by individual student dependent upon the specific internship experience with approved agency/agencies.

Learning Assessments:

The student's performance in the course will be assessed using methods such as verification of practicum hours, agency evaluation, evaluation by the criminal justice practicum instructor, essay or journal assignments, exit interview, and final presentation.

Instructional Materials:

N/A

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the “Disabilities Self-Identification Form” on our [Disability Services website](#).

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.

A Note on Harassment, Discrimination and Sexual Misconduct

Highland Community College seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX, and College policy prohibit harassment, discrimination and sexual misconduct. Highland Community College encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to report to the Vice President for Student Services, the Human Resources Director or complete an [online report](#) about what happened so that they can get the support they need and Highland Community College can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Highland Community College is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please review our [Equity Grievance Policy](#).