



MINNESOTA STATE UNIVERSITY, MANKATO

DEPARTMENT OF AVIATION

Contract for AVIA 497 & 499 - Internship & Individual Study

This form must be completed before a student will be allowed to register for an AVIA 497/499 courses. (See guidance on the next page for common requests, such as Altitude Chamber attendance or Tailwheel Endorsements.)

Student's Name: _____

Tech ID# _____

Semester _____

Year _____

Credits Requested _____

Topic of Individual Study:

Expected Learning Outcome(s):

Learning Assessments (What evidence will you provide to indicate you achieved the above-stated outcomes?):

Additional Notes:

Student Signature: _____

MSU Faculty Supervisor Signature: _____

Individual Study Guidance

Purpose:

An individual study is an opportunity to earn academic credit for learning outside the formal class structure. A student who is interested in knowing more about a topic not covered in the regular curriculum may propose a research project to any department faculty member.

Pre-Requirements:

1. GPA: 2.5 minimum.
2. Courses completed: AVIA 101, AVIA 150.
3. Credits completed: 60 or more toward graduation, including at least 15 credits of Aviation Coursework.
4. Individual Studies may not be completed retroactively. This contract should be completed, signed and approved *prior* to the initiation of the project, not after it is completed.

Individual Study Credits

1. Credit for an Individual Study will accrue at the rate of 1 hour for each 45 Hours of study (reference the MNSU Academic Credit Hour Definition: <https://admin.mnsu.edu/organizational-information/policiesprocedures/university-policies/academic-credit-hour--definition/>)
2. A *maximum* of one credit hour may be earned for each of the following:
 - a. UND Altitude Chamber Course – Evidence must include a graduation certificate AND a research paper or presentation identifying lessons learned (length and scope as determined by the approving faculty.)
 - b. Tailwheel or High-Performance Endorsement – Evidence must include a copy of the logbook endorsement AND a research paper or presentation identifying lessons learned (length and scope as determined by the approving faculty.)
3. Tutoring is not considered a valid Individual Study for additional credits. Students are required to tutor as part of their Instructor Pilot ground school.
4. A student may register for more than one AVIA 499 class but cannot earn more than a total of 3 hours in AVIA 499 credits.
5. Students needing two or three credits to graduate are highly encouraged to take an Aviation Elective course rather than registering for AVIA 499 credits.

Internship Study Guidelines:

Purpose:

An internship study provides students with the chance to receive academic credit while gaining valuable practical experience in the field of aviation. If a student expresses interest in earning credit for their internship, they have the flexibility to coordinate directly with any department faculty member.

Pre-Requirements:

- 1 GPA: 2.5 minimum.
- 2 Course Completed -AVIA 101 & 150.
- 3 Credits completed: 60 or more towards Graduation including at least 15 credits of Aviation Coursework.
- 4 Internships may not be competed retroactively. This contract should be completed, signed and approved prior to the internship.