**What is the Industrial Practicum, and how is it structured?**

- The industrial practicum course is essentially a first-hand experience of the application, of fundamental principles that are introduced in the curriculum in which the student develops a research project in partnership with the sponsoring agency and the advisor/committee.

- The practicum may vary in form, for example:
  - Placement with a public or private agency, organization, or firm, in which the student has a defined role that will last a minimum of one semester (or one summer) of regular work, done under the supervision of an identified staff member of that entity.

- Students must complete the Industrial Practicum Reimbursement Request Form which provides a summary of:
  1. The name of the Industry/National Lab: (Name/Location)
  2. Name of Mentor/Contact at Industry/National Lab
  3. Approximate Dates at Industry/National Lab Location
  4. Applied Research to be conducted at Industry/National Lab
  5. Associated Applied Research at USF (if any)
  6. Funds Required (budget consisting of estimate of hotel/travel/meals)

  The form is signed by the student, Faculty Advisor, and Graduate Director or Chair. A copy of this form is kept in the student’s file.

- Each practicum is unique. Some companies provide travel stipends, living expenses, and salaries. Other practicums are completely funded by the Duckwall Practicum. In this instance, the students are provided with travel expenses to/from the location where the research will be conducted as well as living expenses during the course of the student’s stay.

- At the end of the practicum a report of your experience must be submitted to the Graduate Director or the Academic Program Specialist. The report should be 3-5 pages or a PowerPoint presentation.