



Natural Sciences and Mathematics
Forensic Sciences

FS 487 Internship

Asynchronous; Online

Credits: 3 Term: Spring 2026

Instructor Information

Instructor: Kari Inda

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Phone: (808) 739-7451

Office Location: Eiben 207C

Office Hours: By appointment

Course Description & Materials

Catalog Course Description

FS 487 Internship (3 – 6)

Field work experience in an approved criminal justice agency. A minimum of 45 clock hours of work experience per credit hour is required (total 135 hours). Prerequisites: EN 102, COM 101, FS 340 or FS 455

Time Allocation

This is a three-credit hour course requiring 135 clock hours of student engagement, per the official CUH Credit Hour Policy. Students enrolled in FS 487 are expected to spend 135 hours as an intern.

Required Learning Materials

No textbooks are required for this class.

Canvas will serve as the repository for university documents and your grade.

Program Learning Outcomes (PLO)

Upon completion of the degree program in Forensic Sciences, students will be able to:

1. Apply the scientific method in an adaptive and mindful manner
2. Use techniques for recognition, documentation, analysis, and interpretation of physical evidence
3. Implement quality assurance programs, incorporating ethics and professional practice, to act as stewards of justice and peace throughout the broader community
4. Communicate disciplinary knowledge to diverse audiences

Course Learning Outcomes & Program Learning Outcomes

Your internship is an opportunity for you experience the operation of a forensic agency in real time. You should treat your internship like a job and use it as an opportunity to advocate for yourself and your skillset.

<u>Each student will finish this class with the ability to:</u>	<u>Program Learning Outcomes</u>
Explain how the scientific method is used at a forensic agency	1. Apply the scientific method in an adaptive and mindful manner
Describe experiences using forensic techniques	2. Use techniques for recognition, documentation, analysis, and interpretation of physical evidence
Explain the use of quality assurance and quality control programs used by a forensic agency	3. Implement quality assurance programs, incorporating ethics and professional practice, to act as stewards of justice and peace throughout the broader community
Communicate the contribution of forensic science to the justice system	4. Implement quality assurance programs, incorporating ethics and professional practice, to act as stewards of justice and peace throughout the broader community

Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith.
2. Provide an integral, quality education.
3. Educate in family spirit.
4. Educate for service, justice and peace.
5. Educate for adaptation and change.

Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Olelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Olelo No'eau 364) May I live by God.
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Olelo No'eau 1957) Acquire skill and make it deep.
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Olelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship.
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Olelo No'eau 1430) Education is the standing torch of wisdom.
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Olelo No'eau 203) All knowledge is not taught in the same school

Alignment of Natural Sciences Courses with Marianist and Hawaiian values of the University

The Natural Sciences Division provides an *integral, quality education*: sophisticated integrative course content taught by experienced, dedicated, and well-educated instructors.

- *We educate in family spirit* – every classroom is an *Ohana* and you can expect to be respected yet challenged in an environment that is supportive, inclusively by instructors who take the time to personally get to know and care for you.
- *We educate for service, justice and peace*, since many of the most pressing global issues (climate change, health inequity, poverty, justice) are those which science and technology investigate, establish ethical parameters for, and offer solutions to.
- *We educate for adaptation and change*. In science and technology, the only constant is change. Data, techniques, technologies, questions, interpretations and ethical landscapes are constantly evolving, and we teach students to thrive on this dynamic uncertainty.

The study of science and technology can be formative, exploring human creativity and potential in the development of technologies and scientific solutions, the opportunity to engage in the stewardship of the natural world, and the opportunity to promote social justice. We provide opportunities to engage with the problems that face Hawai'i and the Pacific region through the Natural Sciences curriculum, in particular, those centered around severe challenges in health, poverty, environmental resilience, and erosion of traditional culture. The Marianist Educational Values relate to Native Hawaiian ideas of *mana*, *na'auao*, *ohana*, *aloha* and *aina*. We intend for our Natural Sciences programs to be culturally-sustaining, rooted in our Hawaiian place, and centered on core values of *Maiau*, be neat, prepared, careful in all we do; *Makawalu*, demonstrate foresight and planning; *`Ai*, sustain mind and body; *Pa`a Na`au*, learn deeply.

Course Activities

Information Form

At the beginning of the semester, you will fill out an information form. Please pay attention to the due date as it is worth 20% of your grade. This will be submitted via Google Form.

Individual Evaluations

A self-evaluation will be completed by each student. Instructions for submission will be posted closer to the due date. Any late submissions will receive a 20% deduction (of the final grade) per day late. This will be submitted electronically.

Log

You will keep a log of your daily duties. A template is provided for you on Canvas. You may use your own version of a log as long as it includes the following:

1. Date
2. Time
3. Description of duties for that shift
4. Number of hours
5. Total number of hours completed
6. Wet signature by your supervisor

A hard copy of your log with signature must be turned in (to my office Eiben 207C) by the due date.

Supervisor Evaluation

An evaluation will be completed by your internship supervisor. Once your 135 hours are completed, you will have your supervisor fill out the form and sign it. A hard copy must be submitted by the due date. Any late submissions will receive a 20% deduction (of the final grade) per day late. Turn in the hard copy to my office, Eiben 207C.

Course Policies

Changes to the Syllabus

While the provisions of this syllabus are as accurate and complete as possible, your instructor reserves the right to change any provision herein at any time. Every effort will be made to keep you advised of such changes, and information about such changes will be available from your instructor.

Grades of Incomplete

A student in good standing in a course may petition to the instructor for an "I" grade. This grade is appropriate only if extraordinary conditions beyond the control of the student have led to an inability to complete course requirements. When submitting a grade, the "I" must be accompanied by the alternative grade that will be automatically assigned after 30 days. These include, IB, IC, ID and IF. If only an "I" is submitted, the default grade is F. The completion of the work, evaluation, and reporting of the final grade is due within 30 days after the end of the term. The time limit may extend under exceptional circumstances with approval. Any student who has incomplete grades into the next semester will be required to review their course schedule with the Office of Student Success before the end of the drop/add period.

Final Grades

Letter grades are given in all courses except those conducted on a credit/no credit basis. Grades in this class are calculated from the assignments using this scale:

Activity	Percentage
Forms and Prompt Email Responses	20%
Self-Assessment <i>DUE MAY 1ST</i>	20%
Supervisor Assessment (<i>hard copy must be turned in with INK signature</i>) <i>DUE MAY 1ST</i>	40%
Internship Log (<i>hard copy must be turned in with INK signature</i>) <i>DUE MAY 1ST</i>	20%
Total	100%

Late assignments will receive a 20% reduction per day late from the grade received.

Letter Grade Scale

A – Outstanding scholarship and an unusual degree of intellectual initiative

B – Superior work done in a consistent and intellectual manner

C – Average grade indicating a competent grasp of subject matter

D – Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite work

F – Failed to grasp the minimum subject matter; no credit earned.

Final grades are submitted to [Self-Service](#):

A = 90% and above

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and below

Important Information

Academic Honesty

Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a university official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism, in addition to more obvious dishonesty.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of Academic Division and may include an "F" grade for the work in question, an "F" grade for the course, suspension, or dismissal from the University.

For the most up to date information, please refer to the [Academic Honesty Policy](#) on the Chaminade University Catalog website.

Title IX

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator, Roxana Jimenez at (808) 739-8530, titleix@chaminade.edu, or compliance@chaminade.edu. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services.

CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

Student with Disabilities Statement

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008).

Students are responsible for contacting Kokua Ike: Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to review them. Appropriate paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kokua Ike via email at ada@chaminade.edu each semester if changes or notifications are needed.

Kōkua 'Ike: Tutoring & Learning Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check [Kōkua 'Ike's](#) website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at tutoring@chaminade.edu or 808-739-8305.

Schedule

DATE	TOPIC
DUE FRIDAY 1/16/2026	<ul style="list-style-type: none"> • INFORMATION FORM (10%)
DUE FRIDAY 3/6/2026	<ul style="list-style-type: none"> • MID-SEMESTER CHECK-IN (5%)
DUE FRIDAY 4/10/2026	<ul style="list-style-type: none"> • MID-SEMESTER CHECK-IN (5%)
DUE FRIDAY 5/1/2026	<ul style="list-style-type: none"> • FINAL SELF-EVALUATION (20%) • INTERNSHIP LOG DUE (20%) • SUPERVISOR EVALUATION DUE (40%)

**FORMS CAN BE TURNED IN EARLIER THAN THE DUE DATE IF YOUR INTERNSHIP IS COMPLETED PRIOR TO THE END OF SEMESTER*