

Econ 495 Economics Internship

Fall 2025
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1. Course Description: Economics 495 is a professional career experience, requiring about 150 hours of work for 15 weeks and economic research analysis. Students work in professionally-meaningful placements outside the classroom and learn how to conduct research analysis based on their internship data.

2. Course Objectives/learning outcomes: This course is intended to provide students with the opportunity to apply their classroom learning and knowledge and to gain real-world experience. Upon completion, students should be able to

- understand the structure and function of the workplace,
- apply their academic skills to jobs,
- analyze business and economic data,
- relate data analysis to business operations,
- develop and expand their career options.

Attendance verification and submission of the syllabus quiz by September 12, 2025

Access “Quizzes” in Canvas and complete the syllabus quiz (6 questions) and submit it by September 12, 2025.

To remain in compliance with federal regulations, San Diego State University must determine if a student maintained eligibility for Title IV Financial Aid. Financial Aid eligibility is determined based on a student's attendance or participation in an academically related activity in the class.

Instructors of all courses will use their choice of the engagement verification methods to indicate which students have attended class or engaged in an academic activity; this is to be completed within five days after the schedule adjustment deadline each term.

The Office of Financial Aid and Scholarships will utilize the roster/participation data to adjust financial aid packages as required by Department of Education policy*.

**The policy was presented to the [University Senate in February 2021](#) and accepted as an information item. The U.S. Department of Education requires institutions to return funding from Title IV financial aid programs no later than 30 days after the institution becomes aware that a student who has received aid will not or has not begun attendance or participation in an academic activity. The Secretary of Education considers that a student has not begun attendance in a payment period or period of enrollment if the institution is unable to document the student's attendance at any class during the payment period or period of enrollment (34 C.F.R. § 668.21).*

3. Office: Office NH 319

4. Office Hours

9:30am – 10:30am on T and TH in person,

10:30am -11:30am on W via Zoom: <https://sdsu.zoom.us/j/87450672491>

or

by appointment

5. Internship Jobs

A. Acceptable internships

Generally speaking, professionally-meaningful placements are accepted. That is, acceptable internships must have economics components, and you should be able to apply your economics knowledge and skills, regardless of whether your employer is a government agency or a private business or a corporation or a non-profit organization. As explained below in Section 6-D and Section 6-E, an economic analysis of your work is required, and your internship should be suitable for such analysis. Internships that are **not** acceptable include, but not limited to, simple clerical and office management jobs such as answering phones and managing files or data (paper or electronic), retail sales and tele-marketing jobs, and cashier jobs at stores.

Students are responsible for securing their internships. It is desirable that students have already secured their internships at the time when they register for Econ495 and submit the required forms, mentioned in Section 6-A below. If not, I urge students to find internships as early as possible, so that they can complete their internship on time and earn academic credits.

However, it is difficult to get internships, especially because the pandemic has changed businesses. If you are willing to make an effort to find an internship, I will help you search in a systematic way. Since it takes a while to search, the sooner you start the better, and you should not wait until the semester starts.

To start, create a Handshake account from the SDSU Career Services website <https://sacd.sdsu.edu/career> (you also need an account for the SDSU Career Services), apply for as many internship positions as possible, create an excel data sheet (positions you applied for, contact information, ...), and contact them (about two weeks you applied).

B. Using your part time jobs

It is possible that you may use your part time jobs as internships. The sooner you discuss, the better, and you should not wait until the semester starts.

C. Individual research option

This option allows you to conduct meaningful research, relevant to economics and business, under my supervision. If you want to pursue this option, discuss your idea with me. Since it takes a while to have a correct idea of research, the sooner you discuss it with me, the better, and you should not wait until the semester starts. See Section 10 for details.

6. Course requirements

A-1. submit all required forms and internship contracts

Your internship will not start until all forms below are submitted to me.

(i) Student Information Form: submit it as soon as possible;

(ii) Waiver and Release of Liability Form: submit it as soon as possible.

in “Activity,”

include Econ495 (Economics Internship) along with one sentence of what you plan to do

in “Activity Date(s) and Time(s)”

include something like Fall 2025, 8/25/2025 – 12/31/2025

(iii) Economics Internship Contract: Submit it as soon as you have obtained an internship. It should be signed by you and your supervisor. Include something like: learn how to analyze data,..... in "Description of the proposed work or assignment"

(iv) ISQ (Internship Site Questionnaire): Once you obtain an internship and submit forms (i) through (iii) above, I will email your employer the ISQ, and your employer should sign it and send it to me.

(v) SLA (Service Learning Agreement): Once I receive the ISQ from your employer, I will email your employer the SLA, and your employer should sign it and send it to me.

Forms, (i) through (iii), are posted on my website, <https://klee.sdsu.edu> (click Econ 495 in the Teaching section).

A-2. at least about 150 hours of professionally-meaningful work: see 5-A above.

No credit will be given to any internships done prior to the Spring 2025 semester without my approval.

A-3. meeting with the instructor

Economics 495 does not meet in a classroom regularly. At the same time, Economics 495 is not an online course, and students are expected to meet the instructor to discuss their progress and to discuss their reports and economic analysis below, in Section 9. Students must meet the instructor to discuss the economic analysis report at least a few weeks before the deadline. Students of course can request a meeting with the instructor whenever they need.

B. integrity and honesty are crucial to this class: must be your own work, and the use of AI is not allowed.

All reports, especially the final research analysis report, including data and any other supplementary materials, should be your own work. Any type of plagiarism, or the use of AI, or other forms of academic dishonesty are violations of academic integrity. To ensure that you conduct research and complete the research report yourself without the use of AI or others' help, I will request meetings with you and request you to provide supplementary documents and data.

It is also a violation of academic integrity to submit a term paper (the same as or similar to) you already submitted or plan to submit to another class, and your internship final report must be based on your internship job and your data must be from your internship job. It is also a serious violation of academic integrity to use the economic analysis in this course for other classes.

When you violate any academic integrity policies in this course or general academic principles in Section 18, you will get an F in this class and will be punished according to the university policies.

C. First Midterm report: 10% of the course grade, and due by 5:00 p.m. on September 20, 2025. Submit it via email attachments.

In this first report, (i) describe your professional goals, and address how your internship will help you achieve the goals, (ii) discuss the on-the-job training you have received, (iii) explain your internship activities so far, and your possible future duties in the placement, and (iv) describe and discuss how and what you have communicated with your activity supervisor. In the report, give actual examples of each point you describe or discuss. In addition, briefly introduce your company or organization: nature of business, history, location, number of employees, sales, etc.

The report is for academic credit, and must have a high quality, both in terms of content and style. It must be typed, and I expect this report to be 3-5 pages long, not including the introduction of your company or organization.

D. Second Midterm report: 25% of the course grade, and due by 5:00 p.m. on October 20, 2025. Submit it via email attachments.

The second report consists of two parts.

D-1: general report (10% of the course grade)

In part 1, describe and discuss (i) the progress or any changes since your last report, and (ii) your expectation of duties and responsibilities in your placement until the end of the internship. In the report, give actual examples of each point you describe or discuss.

D-2: preliminary economic analysis (15% of the course grade)

In part 2, discuss and explain (i) your hypothesis you developed from your internship job, (ii) why it is meaningful from economic perspectives, (iii) why it is useful to your employer, and (iv) and what type of data you have secured from your internship job to test your hypothesis.

Do not provide a complete economic analysis, because the complete and refined economic analysis is part of the final report below in Section E.

An economic analysis involves three parts: idea or hypothesis to analyze from your internship experience, data and statistical/quantitative analysis based on actual data related to the topic, and the interpretations and implications of the analysis for your organization. You must get an idea or hypothesis to analyze, and obtain relevant actual data from your internship job, and perform a

statistical/quantitative analysis. I will help you improve and refine your analysis, but you are the one who should initiate the analysis.

It may take some time to develop an idea or topic to analyze. To discuss your idea with me, make an appointment with me at least one week before the deadline.

The report is for academic credit, and must have a high quality, both in terms of content and style. It must be typed, and I expect this report to be 2-3 pages long for part 1 and 5-6 pages long for part 2.

E. Final report: 60% of the course grade.

Due date for your hypothesis: 5 pm on November 5, 2025 via email attachment

Due date for your data: 5 pm on November 15, 2025 via email attachment

Due date for your analysis: 5pm on November 25, 2025 via email attachment

Due date for the final report: 5 pm on December 2, 2025 via email attachment

See below Section E-3 for the details of the hypothesis, data, analysis, and final report. You will not get credits if you submit your final report without submitting each item above by each deadline (hypothesis, data, and analysis).

E-1. The final report has two parts.

general report. (10% of the course grade)

In part 1, (i) describe your achievements and your contributions to the organization during your internship, and discuss how your economics knowledge and skills help you achieve and contribute, (ii) describe and discuss skills and knowledge you have learned from your internship, and (iii) address how you or your supervisor or organization could have made the internship a better experience. In the report, give actual examples of each point you describe or discuss.

economic analysis (50% of the course grade)

In part 2, refine and complete the preliminary economic analysis you conducted in the second midterm report above in Section D-2.

E-2. general requirements for the final report

An economic analysis involves three parts: idea or topic to analyze from your internship experience, data and regression analysis based on actual data related to the topic, and the interpretations and implications of the analysis for your organization. You must get an idea or topic to analyze, obtain relevant actual data from your internship job, and perform regression analysis. I will help you improve and refine your analysis, but you are the one who should initiate the analysis.

A larger data set with many observations and variables is better for the analysis. Your data must have at least 150 observations and 10 variables (the dependent variable, the independent variable, and controls) for a meaningful analysis.

The report is for academic credit, and must have a high quality, both in terms of content and style. It must be typed, and I expect this report to be at least 4000 words (500 words for part 1 and 3500 words for part 2) without tables or figures or references.

E-3. structure of the final report

Structure your final report as follows with explicit section numbers and section names:

1. general report

2. economic analysis

2-A. introduction: discuss the importance of the issue you analyze in relation to your employer's business. Relate your topic of research to the relevant literature. Type your topic in "Google Scholar" and read 5 published research articles in **economic** journals. If you are not sure about if a journal is an economic journal or not, ask me. Discuss how your research differs from the extant articles and explain why your research is of value, relative to the literature and extant articles.

2-B. hypothesis: develop a hypothesis that relates the dependent variable and the independent variable in an economically meaningful manner. For example, an increase in smoking (the independent variable) decreases life expectancy (the dependent variable). Discuss the rationale for your hypothesis.

However, the dependent variable (life expectancy) depends on many variables other than the independent variable (smoking), such as diets, exercise, genetics,..... These other variables are called control variables or controls. That is, it is necessary to isolate the effect of smoking on life expectancy from the effects of control variables on life expectancy. Come up with at least 8 control variables, and discuss the rationale for them.

Also, relate your hypothesis to the literature. More specifically, read at least 3 to 5 published articles from Google Scholar that are related to your hypothesis, explain the difference between your hypothesis and those in the published articles, and discuss why your hypothesis may be more useful than those in the published articles. Include the author and year of an article each time you mention it and cite it in the reference section.

2-C. data: the integrity and quality of data is crucial. You must construct data yourself without the use of AI or others' help in any part of data construction. Explain the source of your data and each variable. That is, list the source of each variable such as its website, and explain how you obtain data on the variable such as downloading it from the website. The sources of data and variables must be clear enough for me or anyone else to be able to reproduce your data and variables. A generic statement such as "from the US Census Bureau" is not acceptable, as it is not detailed enough to allow me or anyone else to reproduce your data,

Explain your data and the definitions of variables. Make a table of summary statistics of all variables (mean, standard deviation, minimum, maximum, time period, number of observations), and discuss summary statistics.

A larger data set with many observations and variables is better for the analysis. Your data must

have at least 150 observations and 10 variables (the dependent variable, the independent variable, and controls) for a meaningful analysis.

2-D. empirical analysis: regression results and the interpretation of the results. Include a snapshot of your regression code and regression results. Interpret and discuss your regression results (coefficients and significance) in simple English.

2-E. implications: discuss the implications of empirical analysis for businesses or government policies.

2-F. shortcomings: discuss the shortcomings of analysis

2-G. references: include all articles you cite, and all data sources.

E-4. standard

To understand how research papers or reports are typically written, look at a few published papers in Google Scholar (you may have already looked at some published papers to write your introduction).

I am not looking for a great or high-quality report from you, but a report that meets the very minimum standard. Likewise, I am not looking for elegant writing, but your report should be written in a reasonable manner and grammatically correct.

F. Supervisor's written evaluation of student's work: 5% of the course grade, and due by 5:00 p.m. on December 5, 2025. Have your supervisor send it to me via email attachments. The evaluation is confidential, and your supervisor, not you, has to send it to me.

Use the Supervisor's Evaluation Form, posted on my website. It is your responsibility to have your supervisor send me the complete form by the deadline.

G. Research analysis and your employer

I help your research analysis throughout the analysis. As such, your research analysis in this course embodies my knowledge, research skills, and research experience. Since I help you complete your research analysis only to help you earn academic credits for Econ 495, any part of your research analysis should not be used by your employer. If your employer wants to use any part of your research analysis, your employer must have a written agreement with me.

7. Grade

Students will receive one of three grades: CR, NC, RP.

To earn a CR, students must satisfy all A-F requirements stipulated in Section 6, with **a passing grade on each requirement, C-F.**

8. Late internship and deadlines for the reports

If you start your internship late, submit the first report within 30 days after your start, and the second report within 30 days after your first report, and the final report within 40 days after your second report. You will get a RP (report in progress) grade at the end of the semester, and the RP grade will be converted to a CR (credit) if all the course requirements are successfully completed within a stipulated time period not to exceed one year.

9. General sense of research

To help you complete your research analysis report, let me explain a bit more on research.

1. Come up with a topic/idea/hypothesis: relating **two variables** in a meaningful and useful manner. For example, a hypothesis may be that more smoking decreases longevity, where smoking (independent variable) and life expectancy (dependent variable) are related.

So, an essay about smoking has no value, because it has only one variable.

2. Type your topic into “Google Scholar” and find out at least 5 papers (at least 10 papers for the research option) that are the most relevant to your topic (the more recent, the better). Since you will see a large number of research papers, sometimes more than millions, you may want to limit your search to something like “since 2015.” Understand those published papers, discuss how your research will be different from them, why your research is still useful relative to those published papers, and what policy implications your research will generate.

3. Come up with other variables than smoking (called controls or control variables) that might affect longevity such as diet habits and exercise habits, as we want to isolate the effects of smoking from other factors that might affect longevity. The more control variables, the better, so you need at least 10 control variables.

4. Find data on all variables (dependent, independent, control variables) for a large number of individuals, at least 200, preferably 10,000, from public sources such as CDC (Centers for Disease Control and Preventions) or Census Bureau.

5. Using regression analysis, you test the hypothesis. Usually, you learn regression from Econ301 or Econ441, but may learn from other sources.

6. Based on your analysis, discuss your results and policy or business implications.

7. Discuss shortcomings of your analysis.

10. Research option

Research should be on your own. In addition, it is a violation of academic integrity to submit a term paper (the same as or similar to) you already submitted or plan to submit to another class, and your internship final report must be based on your internship job and your data must be from your

internship job. It is also a serious violation of academic integrity to use the economic analysis in this course for other classes. The violations will be handled according to university policies. When you violate these particular policies and general academic principles in Section 18, you will get an F in this class and will be subject to university sanctions.

Data sources should be clearly explained, and data should be attached to your research report and the exact website address for data should be included, so that I can reproduce your research.

A. meeting with the instructor

Economics 495 does not meet in a classroom regularly. At the same time, Economics 495 is not an online course, and students are expected to meet the instructor to discuss their research. Students of course can request a meeting with the instructor whenever they need.

B. integrity and honesty are crucial to this class: must be your own work, and the use of AI is not allowed.

All reports, especially the final research analysis report, including data and any other supplementary materials, should be your own work. Any type of plagiarism, or the use of AI, or other forms of academic dishonesty are violations of academic integrity. To ensure that you conduct research and complete the research report yourself without the use of AI or others' help, I will request meetings with you and request you to provide supplementary documents and data.

It is also a violation of academic integrity to submit a term paper (the same as or similar to) you already submitted or plan to submit to another class, and your internship final report must be based on your internship job and your data must be from your internship job. It is also a serious violation of academic integrity to use the economic analysis in this course for other classes.

When you violate any academic integrity policies in this course or general academic principles in Section 18, you will get an F in this class and will be punished according to the university policies.

C. general requirements for the research report

An economic analysis involves three parts: idea or topic to analyze from your internship experience, data and regression analysis based on actual data related to the topic, and the interpretations and implications of the analysis for your organization. You must get an idea or topic to analyze, obtain relevant actual data from your internship job, and perform regression analysis. I will help you improve and refine your analysis, but you are the one who should initiate the analysis.

A larger data set with many observations and variables is better for the analysis. Your data must have at least 1,000 observations and 10 variables (the dependent variable, the independent variable, and controls) for a meaningful analysis.

The report is for academic credit, and must have a high quality, both in terms of content and style. It must be typed, and I expect this report to be at least 5000 words without tables or figures or

references.

D. standard

To understand how research papers or reports are typically written, look at a few published papers in Google Scholar (you may have already looked at some published papers to write your introduction).

I am not looking for a great or high-quality report from you, but a report that meets the very minimum standard. Likewise, I am not looking for elegant writing, but your report should be written in a reasonable manner and grammatically correct.

E. deadlines

E-1. Due date for your hypothesis, data and empirical strategy: 5 pm on October 10, 2025 via email attachment.

E-2. Due date for your analysis: 5pm on November 20, 2025 via email attachment

E-3. Due date for the research report: 5 pm on December 2, 2025 via email attachment

See below Section F for the details of the hypothesis, data, empirical strategy, analysis, and report. You will not get credits if you submit your final report without submitting each item above by each deadline (hypothesis, data, and analysis).

F. structure of the research report

Structure your report as follows with explicit section numbers and section names:

F-1. introduction: discuss the importance of the issue you analyze in relation to your employer's business. Relate your topic of research to the relevant literature. Type your topic in "Google Scholar" and read at least 10 published research articles in **economic** journals (the more recent, the better. Since a large number of papers have been published, limit your search to since 2015 or something like that. Also, usually, first 10 pages include more useful papers). If you are not sure about if a journal is an economic journal or not, ask me. Discuss how your research differs from the extant articles and explain why your research is of value, relative to the literature and extant articles.

F-2. hypothesis: develop a hypothesis that relates the dependent variable and the independent variable in an economically meaningful manner. For example, an increase in smoking (the independent variable) decreases life expectancy (the dependent variable). Discuss the rationale for your hypothesis.

However, the dependent variable (life expectancy) depends on many variables other than the independent variable (smoking), such as diets, exercise, genetics,..... These other variables are called control variables or controls. That is, it is necessary to isolate the effect of smoking on life expectancy from the effects of control variables on life expectancy. Come up with at least 8 control variables, and discuss the rationale for them.

Also, relate your hypothesis to the literature. More specifically, read at least 10 published articles in **economic** journals from Google Scholar that are related to your hypothesis, explain the difference between your hypothesis and those in the published articles, and discuss why your hypothesis may be more useful than those in the published articles. Include the author and year of an article each time you mention it and cite it in the reference section.

You must have a clear idea of why you look at a certain idea/topic. The effect of education is too wide and not much useful, and so is the effect of race on wages,...because it is well known and your research is unlikely to help understand something we do not know yet. In fact, if you type “race and wage” into Google Scholar, you will see that more than 2 million research papers have been published. I am almost sure that any idea/topic that you or I can think of has been already researched by others. So, what any research can do is to make a small contribution by narrowing down the topic/idea.

For the idea to be useful, it should be very very very very specific.

F-3. data: the integrity and quality of data is crucial. You must construct data yourself without the use of AI or others’ help in any part of data construction. Explain the source of your data and each variable. That is, list the source of each variable such as its website, and explain how you obtain data on the variable such as downloading it from the website. The sources of data and variables must be clear enough for me or anyone else to be able to reproduce your data and variables. A generic statement such as “from the US Census Bureau” is not acceptable, as it is not detailed enough to allow me or anyone else to reproduce your data,

Explain your data and the definitions of variables. Make a table of summary statistics of all variables (mean, standard deviation, minimum, maximum, time period, number of observations), and discuss summary statistics.

A larger data set with many observations and variables is better for the analysis. Your data must have at least 200 observations and 10 variables (the dependent variable, the independent variable, and controls) for a meaningful analysis.

F-4. empirical strategy: explain and discuss how to implement your hypothesis empirically in a convincing manner, and you need an empirical/regression equation to test your hypothesis. For example, if you regress wage on education, $\text{wage} = \beta \text{education} + \text{controls}$, your regression is not convincing, because education is endogenous (or choice made by humans). That is, people who choose to go to college are different from those who do not in many respects such as intelligence, work habits, and family backgrounds. Thus, the regression result or the coefficient β estimates not the effect of education per se but the effect of other characteristics (work habits, intelligence,...), and the result overestimates the effect of education.

Sometimes, simple regression can even change the sign of the coefficient because of the endogeneity of the independent variable. For example, if you regress crime rate on police, crime

= β police + controls, the sign of β is usually positive, so the more police, the more crime. This result obviously has no sense, but why does regression show it? The reason is that the police are endogenous. That is, a city hires (chooses to hire) a certain number of policemen, so a city with higher crime rates will hire more policemen, and the regression shows the positive sign of β (or the more police, the higher the crime rate).

Thus, if the independent variable is endogenous, it should not be used in regressions. The problem is that almost all variables are endogenous. There are some variables that are not endogenous (or called exogenous). For example, gender, race, birthplace, and amount of rainfall are exogenous and can be used in regressions.

In sum, the independent variable should not be endogenous, or the endogeneity should be handled econometrically, which is difficult, and you need to discuss your empirical strategy with me. Typical strategies focus on exogenous events or policy changes that affect the endogenous independent variable.

F-5. empirical analysis: regression results and the interpretation of the results. Include a snapshot of your regression code and regression results. Interpret and discuss your regression results (coefficients and significance) in simple English.

F-6. implications: discuss the implications of empirical analysis for businesses or government policies.

F-7. shortcomings: discuss the shortcomings of analysis

F-8. references: include all articles you cite, and all data sources.

You must have a clear idea of why you look at a certain idea/topic. The effect of education is too wide and not much useful, and so is the effect of race on wages,...because it is well known and your research is unlikely to help understand something we do not know yet. In fact, if you type “race and wage” into Google Scholar, you will see that more than 2 million research papers have been published. I am almost sure that any idea/topic that you or I can think of has been already researched by others. So, what any research can do is to make a small contribution by narrowing down the topic/idea.

For the idea to be useful, it should be very very very very specific. Consider the effect of wars on children. I do not know anything about the effect of wars on children, but I will use it as an example of how to narrow it down to a useful topic:

11. Students with Disabilities

If you are a student with a disability and believe you will need accommodations for this class, it is your responsibility to contact the [Student Ability Success Center](#) (SASC). To avoid any delay in the receipt of your accommodations, you should contact the center as soon as possible. Please note that accommodations are not retroactive, and that I cannot provide accommodations based upon disability until I have received an accommodation letter from the center.

12. Student Conduct Code

The [Student Conduct Code](#) prohibits conduct disruptive to instruction, including academic dishonesty and the unauthorized recording, dissemination, or publication (including on websites or social media) of lectures or other course materials.

13. Essential Student Information

For essential information about student academic success, please see the [SDSU Student Academic Success Handbook](#)

14. Safe Learning Environment

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. I am required to share information regarding sexual violence on SDSU's campus with the [Title IX](#) coordinator, Gail Mendez (619-594-6464), who will contact you to let you know about support services at SDSU and possibilities for holding accountable the person who harmed you. If you do not want the Title IX Officer notified, you can speak confidentially SDSU's Sexual Violence Victim Advocate (619-594-0210) or Counseling and Psychological Services (619-594-5220, psycserv@sdsu.edu).

15. Class materials, and Faculty Intellectual Property Protections

Unauthorized use or dissemination of course instruction or materials by students, especially with the intent to disrupt normal university operations or facilitate academic dishonesty, is a violation of the Student Conduct Code. This includes posting of exam problems or questions to on-line platforms or selling course materials. Violators will be punished and be subject to discipline.

16. Sale of course materials and fundraising

The following is not permitted: direct sale of course materials by instructor; sale of materials produced expressly for the course in a form that returns royalties or profits to the instructor; fundraising or other forms of solicitation.

17. Religious observances: According to the University Policy File, students should notify the instructors of affected courses of planned absences for religious observances by the end of the second week of classes.

18. Academic Dishonesty: The University adheres to a strict [policy prohibiting cheating and plagiarism](#). Examples of academic dishonesty include but are not limited to: using ChatGPT or similar entities [to represent human-authored work]; copying, in part or in whole, from another's test or other examination; obtaining copies of a test, an examination, or other course material without the permission of the instructor; collaborating with another or others in work to be presented without the permission of the

instructor;
falsifying records, laboratory work, or other course data;
submitting work previously presented in another course, if contrary to the rules of the course;
altering or interfering with grading procedures;
assisting another student in any of the above;
using sources verbatim or paraphrasing without giving proper attribution (this can include phrases, sentences, paragraphs and/or pages of work);
copying and pasting work from an online or offline source directly and calling it your own;
using information you find from an online or offline source without giving the author credit;
replacing words or phrases from another source and inserting your own words or phrases.

The California State University system requires instructors to report all instances of academic misconduct to the Center for Student Rights and Responsibilities. Academic dishonesty will result in disciplinary review by the University and may lead to probation, suspension, or expulsion. Instructors may also, at their discretion, penalize student grades on any assignment or assessment discovered to have been produced in an academically dishonest manner.

19. Finding Help on Campus

Need help finding an advisor, tutor, counselor, or require emergency economic assistance? The [SDSU Student Success Help Desk](#) is here for you. Student assistants are available during the academic term via Zoom Monday through Friday, 9:00 AM to 4:30 PM to help you find the office or service that can best assist with your particular questions or concerns.

20. Land Acknowledgement

For millennia, the Kumeyaay people have been a part of this land. This land has nourished, healed, protected and embraced them for many generations in a relationship of balance and harmony. As members of the San Diego State University community, we acknowledge this legacy. We promote this balance and harmony. We find inspiration from this land, the land of the Kumeyaay