If you would like to receive academic credit for your internship, you must enroll in an internship course. Before you are allowed to enroll in an internship course, you must have an approved internship application. First, select the semester/term wherein you would like to receive credit. Second, click the Add New Application button. Third, review and accept the terms of the Student Agreement. Fourth, enter all the information into the Internship Application and submit the application. Once the application has been submitted, it will need to be approved by your Department Internship Coordinator and the Careers & Experiential Learning. After the application has been approved, you will receive an email informing you to add the course.

1. Select Drop down Arrow

2. Select Desired term/semester

3. Click 'Add New Application'

4. Fill out Internship Information. Your address is where you will be living DURING your internship.
5. Fill out the Remainder of the Application

6. Take time to answer in detail the following questions

Describe the internship opportunity.

Please select all of the competencies you will work on.

- □ Career & Self-Development
- □ Communication
- □ Critical Thinking
- □ Equity & Inclusion
- □ Leadership
- □ Professionalism
- □ Teamwork
- □ Technology

Describe your expected development of selected competencies.
7. Select Internship Course given to you by your Internship Coordinator.

8. Type the name of your Internship Coordinator

9. Click 'Submit Application' and you're done!