

WHY PARTICIPATE IN AN INTERNSHIP?

Consider the following benefits, advantages, and opportunities that an internship may provide:

Educational Benefits:

- Earn college credit
- Learn by doing experiential learning
- Increase understanding of classroom learning
- Apply education to real life-blend theory and practice
- Take advantage of employer-provided training-formal and informal
- Fulfill CD301 requirements

Employment Advantages:

- Experience is a competitive advantage
- A supplement to or compensation for grades
- May lead to an offer of permanent employment
- Professional networking opportunities
- Find mentor relationships
- Attend professional meetings
- Source of references and recommendations
- Increased worth in terms of a greater full-time starting salary

Career Development Opportunities:

- Explore options within a particular field, department, or company
- Develop a career specialty
- Expand career options
- Increase understanding of career demands and work environments
- Develop realistic career goals and expectations

Skill Building Opportunities:

- Professional skills
- Technical skills
- Interpersonal and communication skills

Personal Benefits:

- All benefits that appear above
- Increased self-confidence
- Friendships and professional relationships
- Income potential
- Personal growth

The greatest value in life comes not from what you get, but from the person you become.

INTERNSHIP BENEFITS

An internship can provide you the opportunity to gain work experience, earn money, and receive up to 12 hours of college credit all at once!

INTERNSHIP DEFINITION

A one semester, paid or unpaid, new learning experience that is related to academic major/minor or career goals, which include career development through academic assignments and reflection.

HOW CREDIT HOURS ARE DETERMINED FOR INTERNSHIPS

There are two criteria that determine the number of credit hours given for an internship.

The first criterion is the *quality of the learning experience*. This is somewhat subjective in nature and a variety of issues are investigated to determine the quality of the learning experience. These areas are:

- Must be 20% or less clerical in nature
- Skills and responsibilities reflect college level work (i.e. more than a high school diploma is needed)
- Challenges student to develop new skills
- The learning is new in relation to the individual's development
- Is acknowledged by the organization as a learning experience
- Requires professional skills related to an entry level position in the field

The second criterion is the *number of hours* spent at the internship site.

- For 10 - 15 hours/week for 15 weeks in a career-related position, you may receive a maximum of 3 credits (minimum of 150 hours on the job).
- For 20 hours/week for 15 weeks in a career-related position, you may receive a maximum of 6 credits (minimum of 300 hours on the job.).
- For 30 hours/week for 15 weeks in a career-related position, you may receive a maximum of 9 credits (minimum of 450 hours on the job).
- For 35+ hours/week for 15 weeks in a career-related position, you may receive a maximum of 12 credits (minimum of 525 hours on the job).

Note: In order to obtain the maximum of 12 credits for one internship, a student must do an internship in an organization he/she has never before been affiliated with, in a *new* position (with responsibilities the student has never had before), and must put in a minimum of 35 hours per week.

To have questions concerning internships answered, call 632-2905 and ask to speak to the Internship Coordinator.

Be sure to sign-up for an Internship Information Session to learn everything about the internship process at Aquinas College by calling extension Career and Counseling Services at 632-2905.

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