

INTERNSHIPS

About Internships

Gaining work experience while you're a student is an essential aspect of preparing to land a permanent position. Internships are one of the best ways to gain experience. View internship opportunities in [Valpo Connect](#).

Click this link to [Career Rookie Young Job Seekers videos](#) and learn more about internship advice on what to wear, help with the interview and professional conduct.

Keep in mind:

- In simplest terms, internships are chances for you to put your classroom learning to work in a real-world setting. Internships are useful for all students, regardless of your academic and occupational interest.
- If you're settled on a major and/or a career path, internships are a perfect opportunity to gain experience in your chosen field.
- If you aren't sure what you want to do, use internships to test a field and try out your interests without making a long-term commitment.
- Some academic departments require you to complete an internship, so check with your department and advisor.

About internships:

- Internships typically last one semester or a summer. Many students do more than one internship, usually with different employers.
- Internships can be paid or unpaid; the specifics usually depend on your employer.
- Many students receive academic credit for their work—but this isn't always the case. Check with your academic department for specific details.
- If you hope to receive academic credit, you must meet the following criteria:
 1. Get approval from your academic department prior to beginning the internship
 2. Be prepared to complete academic work, such as a journal, and submit it at the end of the internship
 3. All internships must have an on-campus supervisor, either in your department or the Career Center

How to Find an Internship

An effective way to learn about internships is through the [Career Center's online-resources](#) and to meet with a [Career Center staff member](#).

Additionally, our Library offers a wealth of print materials, and we're available to help guide you through the binders, texts and other materials.

Staff members are also available for one-on-one appointments to work through the phases associated with finding an internship—from brainstorming ideas, to contacting employers, to filling out paperwork, to completing an evaluation.

Engineering Internship Guidelines

If you're in the College of Engineering and are planning to do an internship, [click here](#) for the forms you'll need to complete, and contact your academic advisor if you are interested in academic credit.

