INTERNSHIPS 101

Everything you need to know about internships

REGISTER YOUR INTERNSHIP

Internships registered for Academic credit allow students to register for an internship course and receive academic credit.

Student eligibility requirements:
• Completed a minimum of 30 credits
• Declared major
• Matriculated part-time or full-time status

Minimum internship hours per credit:
• 1 credit = 40 hours
• 2 credits = 80 hours
• 3 credits = 120 hours

Note: Students must pay per credit in the Summer and Winter sessions.

DEADLINES:
• Fall 2021 – Wed, 09/08/21
• Spring 2022 – Wed, 01/26/22
• Summer I 2022 – Thu, 06/02/22
• Summer I & II Combined – Fri, 06/10/22

STEPS TO REGISTER YOUR INTERNSHIP

• Step 1: Secure the internship.
• Step 2: Submit internship experience request on Handshake.
• Step 3: Receive all approvals.
• Step 4: Register for the Internship Course in Student Planning!!!

BEGIN YOUR INTERNSHIP!

Visit https://www.mville.edu/academics/academic-services/center-career-development/internships for more info.