

Internship FAQs

What is an internship?

An internship is a career preparation activity in which students are placed at a worksite to observe and participate in work within a student's potential future career field.

Internships allow students to "test-drive" their career possibilities and gain experience.

Are internships paid or unpaid?

Internships are generally unpaid; students gain school credit upon successful completion of the internship. However, if a paid opportunity meets the requirements of the Internship Program, it is acceptable.

How many hours do I have to complete for credit?

The internship course requires 120 total hours.

How is my grade calculated for this course?

Grades are earned through assignments, journals, hours, and evaluations. Rubrics are provided for every assignment. **Timesheets must be submitted weekly.** Failure to do so could result in disciplinary action, potentially including a failing grade for the course.

The final exam grade is made up of your portfolio (completed throughout the course) and your final presentation. Failure to present your final presentation or complete and submit your portfolio items could result in failing the course. **Semester grades will be finalized two days before the exam period begins.**

Where will I intern?

The Internship location will be related to the student's high school coursework and career objective. Interns **MUST** provide transportation to their internship site.

Do I have to complete an interview?

You will work with the Work-Based Learning Coordinator, Jimmie Lucas, to contact the community sponsor to set up an appointment for an interview or meet and greet at your worksite.

What is the internship attendance policy?

It is expected that interns attend their internship site on a regularly scheduled basis. Failure to do so will be considered skipping and will be handled accordingly.

How can I reach my CDC?

Your CDC will be available at your school and can also be reached via email. Other forms of communication will be provided to you at orientation.