

Thinking about doing an internship?

Benefits of internships

Gain Valuable Work Experience. An internship provides the opportunity to gain hands on work experience that you just can't get in the classroom.

Have an Edge in the Job Market. Employers are usually more concerned with your work experience than your qualifications, and internships are often the only way to get the work experience you need to secure a job. Many employers prefer or require applicants who have done an internship or relevant work experience.

Transition into a Job. Internships are the number one way for employers to find new staff in the US. Think of it as a really long interview, after which you've proved that you are a capable and hardworking employee.

Decide if this is the Right Career for You. If you're not sure if this is the right career for you, doing an internship is a great way to try it out.

Networking Opportunities. An internship allows you to meet people who might help you land a job later on and give you the contacts in the industry you're trying to break into. Plus, references from people in the industry will really add weight to your application.

Gain Confidence. After you've done an internship, if an interviewer asks if you know how to do something, you won't say "um, yes, I think I would be able to do that" but can say "absolutely" and supplement your assertion with examples.

Prerequisites for the internship course

Check the course catalog. You may need to have completed one or two introductory courses in your emphasis area depending on your major. You also may need a 2.5 or higher overall GPA.

Other details

You can do an internship during the fall, spring, or summer semesters.

You may be able to get academic credit for your internship.

How?

- Schedule an appointment to meet with Janice Woods, Director of Business Internships & Experiential Learning, West Center 131E, 308-865-8979, woodsje@unk.edu.
- Bring a short job description of your proposed internship.
- Obtain a permit to enroll in one of the following internship courses from your department chair.
 - ACCT 475
 - ECON 475
 - FIN 475
 - FSID 475
 - MGT 475
 - MIS 475
 - MKT 475
 - SCM 476
- **Business Internships**
 - Must be at least 12 weeks in length AND work hours required depends on academic credits enrolled.
 - 3 credit hours = 200 work hours
 - 6 credit hours = 300 work hours
 - 9 credit hours = 400 work hours
 - 12 credit hours = 480 work hours
- **Family Studies & Interior Design**
 - No minimum weeks required AND must work 40 work hours per each 1 academic credit hour enrolled
- The internship course is PASS/FAIL; you will not receive a grade.

I haven't found an internship but I want to do one.

- Fill out the Application to Business, Family Studies, and Interior Design Internship Program at www.unk.edu/business_internships then send it with your resume to the Director of Business Internships.
- Schedule an appointment to discuss your interests and objectives with the Director of Business Internships & Experiential Learning, West Center 131E, 308-865-8979, woodsje@unk.edu.