

INTERN/PRACTICUM PROFILE

Internships are one of the most effective ways to improve your resume and increase your marketability to future employers and often turn into job offers. Please take time to set realistic goals for your internship experience before visiting the Office of Career Services & Student Employment for assistance in selecting your internship site.

Student Name: _____

Cell number: _____ Is it okay to communicate via text? Yes No

Email: _____

Major(s): _____ Minor(s): _____

Class: JR SR Internship class you are applying for: _____ Term: _____

GPA: _____ Estimated Graduation: _____

Are you an F-1 Visa student? Yes No *F-1 Visa students MUST complete CPT paperwork prior to starting internship

In what geographical area do you want to complete your internship? (i.e. city, region, etc.)

First Choice: _____

Second Choice: _____

Third Choice: _____

Do you have any specific companies you want to target in your internship search?

Yes _____ No _____

If yes, please list _____

Do you have a resume already? Yes ___ No ___

What have you done so far in your internship search? _____

Briefly tell me your career plans so we can best match your internship to your career plans _____

OFFICE OF CAREER SERVICES & STUDENT EMPLOYMENT EXPECTATIONS FOR ALL STUDENTS SEEKING INTERNSHIP/PRACTICUM ASSISTANCE:

With a very limited staff, the Office of Career Services & Student Employment (OCSSE) must minimize mismanagement of time and resources. To that end, please be aware that it is the student's responsibility to keep in close contact with OCSSE on all details pertaining to internship site selection. By signing, you agree to communicate in a timely manner with OCSSE and with employers and to keep all scheduled appointments and interviews.

Signature: _____ Date: _____