

Academic Credit for Internship with The Intern Group

Overview

Internship requirements range from University to University and from country to country. Internships can suffice for *electives*, *replace various courses offered* and even be classified as an *independent study*, but requesting academic credit for your internship means that you are willing to do the academic work necessary to earn the credit recognized by your University.

You, *as a participant within The Intern Group Program*, will need to research and determine the specific academic goals & metrics needed during your internship, put forth by your University, in order to ensure the Internship suffices as academic credit towards your degree. Informing The Intern Group of these academic goals & metrics *as early as possible* is crucial in ensuring we can do what is needed to assist in the process.

We will assist in giving you the resources in order to monitor your supervisor feedback, projects, travel experiences and research done to report back to your University for academic credit. With this stated this process of Academic Credit is *participant led* and the responsibility falls upon the participant to ensure all academic goals & metrics are *monitored, recorded and informed to The Intern Group and their University appropriately*.

For Partner Universities we work with and confirm with their appropriate University representatives to ensure their student's internship with The Intern Group is customized to fit their University's specific degree desires and requirements for academic credit.

Best Practices to ensure Internship suffices as Academic Credit:

1. REPORT YOUR INTERNSHIP

Speak with your University's Career Center and/or Academic advisor & Registrar's office informing them of your internship.

2. ELIGIBILITY



Some University degree programs require prerequisites before various electives and internships are undertaken. Ensure appropriate prerequisites are completed before applying with our program at The Intern Group.

- **2a. TRANSFER STUDENTS:**

- You MUST MEET with your ACADEMIC ADVISOR for degree progress review.
- Your academic advisor will confirm that you meet eligibility requirements and will discuss with you how the internship contributes to your degree progress.

- **2b. JOINT DEGREE student:**

- You must discuss with your ACADEMIC ADVISOR to determine if credit will apply towards your doctoral, graduate or undergraduate degree and which specific degree tracks pursuing.

3. Obtain a FACULTY SPONSOR

Meet with faculty member to present the internship description/proposal and set learning goals. Faculty member must approve your internship and the number of credits.

(Typical arrangement: 3 to 10 credits equates to a 10 -12 week internship with us depending upon your University's protocol on such arrangements.)

4. PERMISSION TO ENROLL IS AUTHORIZED

After speaking with your faculty sponsor and/or academic sponsor, they will determine if credit will be authorized and if academic metrics & goals are met.

5. Keep The Intern Group informed on metrics and academic goals

The Intern Group will assist in giving you the resources (*Googleforms, supervisor feedback forms*) needed to monitor and record your experience.

6. Ensure academic goals & metrics are being monitored and recorded and completed

Ensure your supervisor and yourself are recording and are doing all that is necessary to meet those academic goals & metrics put forth by your university.

7. Upon successful completion of all assignments, consult faculty sponsor or appropriate academic advisor to ensure academic credit is awarded.



Once completed check in with your Faculty Sponsor and/or Academic Advisor to ensure all documentation is completed and that you have met academic goals and metrics set.

