

International Internship Tips

How to find one, fund one, get credit for one, and leverage one on your resume.

Earning Credit:

- Meet with an academic advisor to discuss how an internship fits your plan of study.
- Meet with the internship advisor in the BB&T Student Leadership Center. Walk-in hours are Mon-Thurs 3:30-4:30pm: <http://leadership.business.appstate.edu/careers>
- Begin searching for an internship, ideally one year beforehand.
- Get a passport or renew your current one if needed.
- Have your resume reviewed at the BB&T Student Leadership Center. Appointments through Career Gear. <http://careergear.appstate.edu/>
- Meet with faculty advisor to review internship for approval.
 - 6 hour credit=10 consecutive weeks at 40 hours/week
- Check the State Department travel warnings for your destination.: www.travel.state.gov
- Research visa requirements for your destination: www.embassy.org
- Once you are in the Internship Inventory, apply with OIED online. The OIED deadline for International Internships is 15 Business days before either the program start date or the term add drop date, whichever occurs first:
<http://international.appstate.edu/education-abroad/internships>
- Send contract to internship employer for signature.
- Take signed contract to Veronica Lozano-Toub in the BB&T Student Leadership Center at least 3 days before internship begins.
- Attend OIED pre-departure orientation.

Funding:

- Financial aid may only be used to cover the cost of tuition for an international internship.
- The Office of International Education and Development Education Abroad Scholarships can help cover the additional expenses incurred for a credit-bearing international internship: <https://international.appstate.edu/scholarships/scholarships>

Places to begin your search:

Internship opportunities through ASU:

- ACT Office - volunteer opportunities abroad: <http://act.appstate.edu/icdi>
- DIED – business internships through exchange partner schools. Ask a study abroad advisor about options: <http://international.appstate.edu>

External internship opportunities:

- AIESEC – volunteer & business opportunities: <http://aiesec.org> (Recommended)
- SummerJobs.Com: <http://summerjobs.com>
- StudyAbroad.Com: <http://studyabroad.com>
- Transabroad: <http://transabroad.com>
- UCI International Opportunities Program:
www.studyabroad.uci.edu/prospective/iopother/intern.shtml
- University of Minnesota International Study and Travel Center:
<http://umabroad.umn.edu/nonuofm/programs>
- Internship Programs: <http://internshipprograms.com>
- Council on International Educational Exchange: <http://ciee.org>
- Cultural Vistas: <http://culturalvistas.org>
- A longer list of options is available at www.business.appstate.edu/international/internships

Helpful Resources:

- ASU Career Development Center: <http://careers.appstate.edu>
- BB&T Student Leadership Center: <http://leadership.business.appstate.edu>
- ASU Post Office- Passport services: <http://postoffice.appstate.edu/passport-services>
- Resume Tips for After your Internship Abroad(external resource):
<https://www.gooverseas.com/blog/resume-tips-after-your-internship-abroad>

More information at:

<http://business.appstate.edu/international/internships>