

# INTERNATIONAL STUDENTS & INTERNSHIPS

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## What is an internship?

- A monitored work experience that includes learning goals and reflection
- May be part-time or full-time, paid or unpaid, at least 10 weeks long and 10 hours per week
- Available to all Calvin students who are sophomores or above
- May be for academic credit (completed while taking an internship seminar course at Calvin) or non-credit (completed for experience only)
- Available fall, spring and summer semesters

## Why pursue an internship?

- Explore a specific field of interest
- Determine if a career is a good fit
- Obtain practical experience to enhance a resume and improve skills
- Supplement theoretical learning with practical applications

## How do I get involved in Calvin's internship program?

- Internships (except Comenius positions) are posted on CalvinLink at [www.calvin.edu/career](http://www.calvin.edu/career)
- Training is available on KnightVision (how to write a resume/cover letter, interview, network and resources for finding an internship). To access training: go to KnightVision, click "Students" under the "My Organizations" tab and select the Internships and Careers link
- Meet with Beth Cok for additional assistance (call 526-6485 to schedule appointment)

## Options for international students:

### 1. Dual citizen attending college as a USA citizen

- can participate in any of the internship options, credit and noncredit, paid and unpaid; do not need to obtain a CPT work visa, do need a social security number

### 2. On-campus internship

- available to all international students for credit and noncredit internships

### 3. Off-campus internships – unpaid

- available to all international students; however, may not receive any compensation, work authorization is not needed, can complete a credit or noncredit internship

### 4. Off-campus - paid

- need to have F-1 status and be in good standing
- must have attended Calvin for 9 consecutive months and maintained full-time (12 credits/ semester) status
- contact Jo Cooper in Admissions to obtain a CPT (Curricular Practical Training) work visa application
- must register for an internship course or complete an independent study course
- maximum internship credits allowed towards graduation is 12 credits

## Comenius Scholars Internship Program - who should apply?

- students from liberal arts majors (e.g. philosophy, history, religion, IDS, foreign languages, etc, not professional programs like nursing, education and engineering)
- students whose major does not already offer a local credit internship course option – departments who already have a course include biology, chemistry, business, some communications majors, computer science, English, HPERDS, psychology and sociology
- GPA of 3.0 or above is preferred
- students with a career goal to be a leader in non-profit administration and would like a paid internship
- if unsure if you qualify, check with Beth Cok at [bcok@calvin.edu](mailto:bcok@calvin.edu)