

THE DREW UNIVERSITY INTERNSHIP PROGRAM

Drew University undergraduate students participate in the Academic Internship Program to find meaningful experiences related to their academic studies and career goals. Drew students can bring their broad background in arts and sciences, computer skills, and the understanding of other cultures through study abroad programs to an internship at your organization.

To sponsor a Drew University student intern, we ask that you:

- Provide a description of the internship, including your expectations of the student.
- Support the learning aspect of the student's internship while scheduling work responsibilities that meet your needs.
- Commit to either a four-credit project (140 working hours) or a two-credit project (70 working hours) over the course of a semester or summer.
- Offer orientation, training, and direct supervision of intern's work.
- Give appropriate feedback to the intern on an ongoing basis as well as complete an evaluation form twice during the internship.

Internships also give you a useful recruiting tool in testing a student's value to your organization in advance of their graduation. Our program's registration deadlines follow the approximate academic year timelines below:

Fall deadline: Mid September

Jan term deadline: 1st business day in January

Spring deadline: Late January

Summer deadline: Mid June

Please contact the office for exact dates. The Academic Internship Program office can assist you by advertising your opening and promoting it to students. Students use a searchable, on-line database to identify opportunities. If you have not participated in a university internship program in the past, we are happy to answer your questions and help you design appropriate experiences. Interested students will submit resumes directly to you and there is no obligation to hire particular students.

For more information, please visit our website at <http://depts.drew.edu/career/internships>.

You may complete an online form or contact the Coordinator, Flore Dorcelly, at fdorcelly@drew.edu or at 973-408-3566.