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Summer Internship and Practicum Program

The school's summer internship and practicum program provides a flexible way for students to draw on the international expertise of our world-renowned faculty. Working with faculty mentors, students develop individualized plans for their summer. Students can work singly or in small groups to develop their plans, meaning students might travel alone or with a few others with shared interests.

Options include:

- service learning
- internships
- participating in ongoing faculty collaborations or research
- independent research
- creative projects

See our [Global Internship and Practicum](#) page for further information.

Other Internship Opportunities

Undergraduate students in the School of Human Evolution and Social Change may earn ASB 484 Undergraduate Internship credit for approved internship opportunities relevant to their major. The student must enlist the cooperation of two people: the School of Human Evolution and Social Change academic advisor and the internship site supervisor/employer. A 'Y' (satisfactory) or 'E' (un-satisfactory) grade is assigned based upon the site supervisor/employer's evaluations (and, if required, a work log and/or journal). A 'Y' grade is not calculated into a student's GPA.

If students wish to do an internship that is not related to their major, they may contact the Office of Student and Academic Programs in the College of Liberal Arts and Sciences about getting general liberal arts elective credits for the internship experience, or see the [CLAS internship page](#) for additional information.

Student Steps

1. Identify internship opportunities

You may obtain an internship by exploring local opportunities, looking on bulletins boards, checking the School of Human Evolution and Social Change Undergraduate Blackboard Site and asking faculty and advising staff. It is highly recommended to register with [Career Services](#) to access on-campus interviewing opportunities and the web internship job listing. Consider taking internships at agencies, organizations and/or businesses that interest you and can provide you with the opportunity to enhance academic learning and implement your career goals.

2. Meet the cooperating person/employer/site supervisor

During this meeting, you will work out your specific job responsibilities. Give the site supervisor a copy of the internship contract included in the packet and make sure that your job duties are included with the contract. You must get the site supervisor's signature on the contract and return it to SHESC 233 before you start the internship.

3. Turn in internship contract to SHESC 233

In order to get credit, you must obtain a line number from the School of Human Evolution and Social Change internship coordinator/academic advisor in SHESC 233. You must give the internship coordinator/School of Human Evolution and Social Change advisor, the site supervisor and yourself a copy of the signed contract **before the end of registration for the term you wish to intern**. Return completed internship contract to SHESC 233. If you are approved by the internship coordinator/School of Human Evolution and Social Change advisor, you will be provided with the appropriate line number via e-mail to register for the internship class.

4. Schedule a mid-term interview with site supervisor and turn in completed mid-term evaluation to SHESC 233

Meet with your site supervisor and get the mid-semester evaluation form completely filled out by the seventh week of class in the fall or spring semester, or second week of summer session. Have your site supervisor sign your evaluation, place it in a sealed envelope and sign across the seal. The student can hand deliver the sealed envelope to SHESC 233.

5. Schedule an exit interview with site supervisor and turn in final evaluation to SHESC 233

Meet with your site supervisor and get the final evaluation form filled out by the last day of classes. Have your site supervisor sign your evaluation, place it in a sealed envelope and sign across the seal. The student can hand deliver the sealed envelope to SHESC 233. The internship coordinator/School of Human Evolution and Social Change advisor will then assign your grade.

Undergraduate Research Apprenticeship Program

See our [Research Apprenticeship Program](#) page for information on how you can gain experience in your field of interest by applying to work with faculty members and their research teams on one of SHESC's many outstanding research projects.