



INTERNATIONAL INTERNSHIPS: 3 OPTIONS

There are three options available to students interested in pursuing international internships: 1. internships embedded in Goucher sponsored study abroad programs, 2. internships in non-Goucher study abroad programs, or 3. independent academic internships.

OPTION 1: INTERNSHIPS EMBEDDED IN GOUCHER SPONSORED STUDY ABROAD PROGRAMS

There are a number of Goucher Sponsored Study Abroad Programs that have internships embedded within the program. See the Office of International Studies (OIS) Website to find out which programs have embedded internships, <http://goucher.edu/x38714.xml>. Students can also speak with an OIS advisor to get more information about programs with embedded internships. Students can participate in these experiences provided the following conditions are met:

1. Students attend a group advising session in Office of International Studies (OIS).
2. Internship is approved by academic advisor on OIS Course Approval Form as part of the application process. All OIS application deadlines must be met. **The deadline is September 29, 2011 for January & Spring 2012 programs and March 2, 2012 for Summer or Fall 2012 and full year 2011-2012 programs.**
3. Students attend a mandatory pre-departure orientation conducted by an OIS staff member.
4. Students' academic advisor approved the internship as part of their course transcript. Therefore, an Internship Learning Agreement is **not required** through the CDO. Credit is transferred with the rest of the students approved course load.

OPTION 2: INTERNSHIPS EMBEDDED IN NON-GOUCHER STUDY ABROAD PROGRAMS

Students may participate in approved non-Goucher study abroad programs with an internship built into the experience. Students must receive an official transcript from an institution accredited in the United States or an international institution recognized by the Ministry of Education in that country. This is a Goucher College policy governing transfer credit and can be found in the Academic Catalogue.

Students can participate in these experiences provided the following conditions are met:

1. Attend a group advising session in Office of International Studies (OIS) and apply for approval through OIS.
2. Internship is approved by academic advisor on OIS Course Approval Form as part of the application process. **The application is due October 28, 2011 for January and Spring 2012 programs and mid-Spring semester (exact date TBD) for Summer and Fall 2012 programs.**
3. If an internship is required by the student's major, the faculty advisor must approve the internship to ensure it meets department standards.
4. Attend a mandatory pre-departure orientation conducted by an OIS staff member.
5. Academic advisor approves the internship as part of the student's study abroad course transcript. Therefore, an Internship Learning Agreement is **not required** through the CDO.

OPTION 3: INDEPENDENT ACADEMIC INTERNSHIPS

Students can create their own internships in the country of their choice based on their interests and areas of study provided they **follow the Internship Checklist and the following conditions are met:**

1. Previous study or work experience abroad that has prepared them to live independently in another country. Alternately, if the student plans to fulfill an international internship through a program or organization, OIS will review the program for qualifications including, but not limited to, support and orientation on-site; housing options; and safety.
2. **Sign waiver of liability provided by the CDO prior to departure.**
3. Internship must be arranged and students should contact OIS and the CDO by **October 28, 2011 for January 2012 and March 30, 2012 for Summer 2012.** Keep in mind the time needed to obtain a passport, visa, travel and housing arrangements.
4. Comply with all policies governing internship credit, complete an internship learning agreement, and submit to the CDO.
5. Must meet with an OIS advisor to discuss travel logistics and receive consular information. **OIS must sign your Internship Learning Agreement (ILA) prior to your internship being approved for academic credit, and will only do so after meeting with you to discuss your program.**

****Speak with OIS first regarding your plans, then your advisor about getting credit, then the CDO by the deadlines listed above. The final step is to submit your ILA to the CDO by the regular internship deadline for that term for review.**

GAINING SUPPORT IN SECURING INTERNATIONAL INTERNSHIPS

Both the Offices of International Studies (OIS) and Career Development Office (CDO) work with students pursuing international internships. The CDO works with students to understand the process of receiving academic credit and the OIS provides pre-departure preparation for internships. Specific duties of each office include:

International Studies

1. Advises students on study abroad programs that include internships.
2. Provides a pre-departure advising session for international internships.

Career Development

1. Approves Internship Learning Agreements for independent internships to ensure compliance with campus internship policies.
2. Works with SAS to register students for credit.
3. Sends evaluations to students and employers.
4. Handles workplace issues including workload and sexual harassment.

LOCATING INTERNATIONAL INTERNSHIPS

When thinking about an international internship, there are many factors to consider. Below are some questions to consider when deciding to pursue an international experience.

Have you been abroad before? Experiencing new cultures can be overwhelming. The best way to acclimate yourself to new culture is to live in that environment. If you have never lived abroad, you may want to consider one of Goucher College's Study Abroad Programs prior to completing an international internship. An internship is a challenging experience even when you are familiar with the culture. Therefore, it is important to think about your ability to adapt to both another country as well as a professional work experience at the same time.

Do you have enough time to set up your experience? You will need to make sure your passport and appropriate visas are secured and this can take several months. Additionally, you should review U.S. State Department travel advisories, etc.

Have you thought about an embedded program? Currently there are four Goucher sponsored study abroad programs that have an embedded internship. This means you complete an internship while you are participating in one Goucher's study abroad programs. These structured programs provide support to you from the OIS while you are abroad.

Did you know you can have an international experience without going abroad? Goucher's proximity to both Baltimore and Washington opens your options to international organizations, government internships, non-government organizations (NGOs) and international businesses. These opportunities allow you to have an international experience locally. Your options are unlimited. Work in human rights, international policy, immigration, or economic development. The CDO coordinates internships that have a focus on international issues, but take place within the United States.

What is the difference between an academic international internship and an international experience? There are many types of international opportunities including volunteering, teaching English, language immersion programs, and short-term work abroad. While these are great ways to live in another country, an academic international internship must meet the same standards as internships in this country. Therefore, international internships should be related to your academic studies, involve a professional work environment with direct supervision and focus on your learning goals and objectives. For more detailed information on academic internships, review the CDO's website at www.goucher.edu/cdo.

RESOURCES FOR INDEPENDENT INTERNATIONAL INTERNSHIPS

Resources for locating international internships are listed on the CDO internship page, <http://goucher.edu/x12106.xml>

The CDO also has a collection of books with information on Independent International Internships in the resource library.