

CO-OP/INTERNSHIP PROGRAM QUICK TIPS FOR ADVISORS

Please be aware that the following majors require internships. This is especially important if you are advising a student outside your academic area or if you have students who have double majors:

CAS

Communications
Graphic Design Communications
Psychology

GSB

Accounting
CIS
Finance
International Business
Management
(Marketing) Students may choose one of two designated courses or an internship.

The Cooperative Education Program is administered through the Career Center located in The Center for Student Development.

Important Considerations

- To fulfill the requirement of his or her major, a student must have junior or senior standing when interning
- Students must complete a series of preparatory workshops prior to the semester in which they plan to intern. Students sign up for the workshops through the Career Center's database, Hawk's Hunt. careercenter.rwu.edu
- Students may do an internship for *elective* credit after completing their freshmen year. However, they will have to do a second internship as a junior or senior to fulfill their major's requirement.
- Students may intern during the fall, winter, spring and summer terms. However, the winter term does not always work because of time restraints.
- Students should carefully consider the timing of their internships when making plans to study abroad. It is more difficult (although not impossible) for them to arrange an internship while outside the country.
- Students who are double majoring, where both majors require internships, need to arrange their schedules to accommodate two internships done in their junior or senior year.

If you have any questions, please contact Patricia Finn at x3524 or pfinn@rwu.edu.