

## AFTER YOU APPLY FOR AN INTERNSHIP OR PDE COMMON QUESTIONS

### What happens next?

Securing an internship site can involve a number of different approaches and strategies. The best strategy is one that combines your efforts and ours. We will explore our network of contacts to see if there are opportunities that mesh with your interests. In some cases, we will refer your resume to the appropriate organizations and then simply wait to hear if an interview invitation is extended. In other cases, you will be given the names of people within organizations to contact on your own. **Note:** *We cannot guarantee that you will secure a site for any given semester, or that you will secure exactly the type of work/learning experience you desire. We will do our best, but we make no guarantees.*

### What's your role in the process?

Here are just a few things you can do. 1) Be responsive and prompt. Return telephone calls and emails, and follow-up on referrals from us. 2) Keep us informed of any progress (or lack thereof), including any offers received. 3) Continue to develop a clear sense of what your personal goals are for the internship experience. This lays the groundwork for questions you should ask in an interview and helps in determining which opportunity to select.

### Can you look for your own internship?

Absolutely! Every semester, a number of students find internship opportunities through their own efforts and contacts. A guiding principle for you is to find an experience that will offer the opportunity to learn something that relates in a significant way to your professional and/or academic goals. If you do contact sites on your own, please keep us informed, so that we do not also send your resume to that organization(s). We don't want to confuse employers.

### When can you expect to secure an internship site?

Please bear with us, as we seek to give everyone fair and adequate attention. Because of so many factors, timing really varies. Some sites are secured as late as the beginning of the Fall or Spring semester. Registration for credit can be completed up until that point. For Summer internships, you must be registered by June 1 – keeping mind you must complete 12 weeks.

### How do you register for the upcoming semester?

- 1) Register for classes as you normally would. This will secure your slot in classes should an internship not come through for you.
- 2) After securing an internship site, drop one or two classes, if necessary, so that the internship credits may be added without taking you over the limit of 18 credits.
- 3) Go to the Student section of - [messiah.edu/internship](http://messiah.edu/internship). Click the pink button - "Register for an Internship" or "Register for a PDE" and fill out the form.
- 4) After you submit the Registration form, we will notify the Registrar's Office to add the credits to your schedule and send a confirmation letter to your site.
- 5) Philadelphia campus students planning Spring internships must conclude this process by January 15.
- 6) The Internship class at Grantham meets Tuesdays from 5:30-7:30 p.m.

### Are most internships paid?

Approximately 40% of interns receive some form of compensation. Some students may need to curtail their expectations for pay and re-focus on the other benefits of the internship experience.