Internship Considerations

- Does the internship provide an opportunity for you to develop and gain new skills beyond learning in the classroom and be marketable upon graduation?
- Do you see yourself working long-term for this company, organization, or in a similar situation?
- Will the internship be with a legitimate business or organization where the experience itself is marketable to future employers?
- Will you have a mentor within the organization as well as other networking opportunities?

**ECON298 | Introductory Internship (Coming in Fall 2018)**

- Pre-requisites: ECON 150 and ECON 151
- Work at least half of an academic semester (7 weeks), minimum 15 hours/week
- 105 hours = 1 credit, repeatable
- Work on-site: no direct sales companies, no telecommuting work, and no home office work
- The purpose of the internship is to give you exposure to how a business or organization runs and operates.

**ECON398 | Advanced Internship (Required, 3 credits)**

- Pre-requisites: ECON 300 or ECON 380
- Work 10 to 14 weeks, approximately 20 to 30 hours/week, minimum of 270 hours
- Work on-site: no direct sales companies, no telecommuting work, and no home office work
- This internship should be more project driven, heavily related to your major, and lead to a position that would typically require a 4-year degree

**How to Register Your Internship**

1) Go to the following website and click on the link Internship Approval Form: [https://iplan.byui.edu](https://iplan.byui.edu)
2) From the home page, click on “internship approvals” at the top of the screen
3) Click “Create an Internship Request” and fill out the form. Make sure you submit your request when you have completed the form.

**The Process**

1) Submit your application, it will be sent to your Faculty Internship Coordinator, and a master agreement will be sent to your employer
2) Faculty Internship Coordinator reviews and approves for University & Department requirements
3) Internship Application is sent to processing to check for a master agreement
4) Master agreement is received, authorization email is sent to the student

Internship approval questions: [cbcinternships@byui.edu](mailto:cbcinternships@byui.edu)
Registration or master agreement questions or problems: [internships@byui.edu](mailto:internships@byui.edu) or call 208-496-9827
For more information go to: [http://www.byui.edu/economics/internship-information](http://www.byui.edu/economics/internship-information)
Student,
Below is a list of resources to assist in your job/internships and to aid in your networking. Please let me know if you have any questions.

Internship/Career Networking Resources:

1. Career Navigator
   BYU-Idaho’s official database for internships and jobs
   https://byui-csm.symplicity.com

2. Alumni Network
   BYU-Idaho’s alumni database. Search for alumni by location, major, industry, company, etc. to find contacts to network with.
   http://www.byui.edu/alumni

3. Career Services Area Coordinators
   Volunteers from 11 different cities across the country dedicated to help students develop contacts and opportunities.
   http://www.byui.edu/career-services/networking/area-coordinators-missionaries

4. LinkedIn BYU-Idaho Official Group
   The official BYU-Idaho Linkedin group with over 12,000 members.

5. LDSjobs.org
   Links to thousands of jobs and internships.
   LDSjobs.org

For any questions on how to use these resources please feel free to visit the Career Networking Center in Manwaring Center 127A or by contacting them at careerprep@byui.edu (208) 496-9823.