

## What is an internship?

- A monitored work experience that includes learning goals and reflection
- May be part- or full-time, paid or unpaid, should be at least 10 weeks and 10 hours per week
- May be for academic credit (completed while taking an internship seminar course at Calvin) or non-credit (completed for experience only)
- Available fall, spring and summer semesters

## Why pursue an internship?

- Explore a specific field of interest related to your major and determine career fit
- Obtain practical experience to enhance a resume and improve skills
- Supplement theoretical learning with practical applications

## How do I get involved in Calvin's internship program?

- Internships are posted on Handshake at [www.calvin.edu/go/career](http://www.calvin.edu/go/career)
- Meet with your career coach for help (schedule an appointment on Handshake)

## Overview of International Student Internship Authorization

The federal government has laws around international students and work. Follow regulations to protect your status in the USA and safeguard your future immigration benefits. Generally, international students doing an internship related to their major must be completing the internship for credit and under CPT (Curricular Practical Training). Consult with Calvin's immigration coordinator to find out if CPT fits your situation. If not, OPT (Optional Practical Training) may be another option allowing you to work off campus.

## Options for international students:

1. Dual citizen attending university as a USA citizen
  - can participate in any internship without obtaining CPT, need a social security number
2. On-campus internship
  - available to all international students for credit and non-credit internships
3. Off-campus internships - paid or unpaid
  - need to have F-1 status and be in good standing
  - must have attended Calvin for 9 consecutive months and maintained full-time (12 credits/ semester) status
  - the internship must be required for your major or required for a for-credit course in your major (the course may be an elective in the major, but the internship must be required for the course). Independent study courses may qualify.
  - CPT needs to be approved on page 2 of your I-20 before you can begin your internship
  - Maximum hours of internship work per week during the school year is 20 hours, full-time is allowed during the summer; max internship credits toward graduation is 12 credits
  - go to [www.calvin.edu/isdo](http://www.calvin.edu/isdo) to view CPT forms
  - contact immigration coordinator Brent Wilkinson ([bw28@calvin.edu](mailto:bw28@calvin.edu)) to discuss your unique circumstances, determine whether you need to apply for CPT, and to obtain a CPT application