

# How Do I Find an Internship?

There are a variety of ways to locate internships, summer and part-time jobs in your area of interest. The more extensive your research, the more likely you are to find the opportunity that best fits your needs.

## Consider using as many of these resources:

- Attend the **Pomerantz Career Center's numerous Job & Internship Fairs** which are held Fall and Spring semesters. Hundreds of employers will be in attendance to speak with you about their available internship and full-time opportunities. This is a great networking opportunity!
- Get an **UI Employment Expo** account. This online system contains internship and job listings posted by employers interested in hiring UI students. You can also upload your resume for employers to view and can submit your resume for an opportunity to interview on campus.
- **Visit the Pearson Library.** The library houses over 500 books on various career topics. The Internship Bible and The Best 106 Internships are a few resources that provide internship listings and contact information. Twelve computer stations are available for use for career research.
- **Schedule an appointment** with a Career Advisor to find or develop an internship opportunity right for you. Receive help to create or update your resume and polish interviewing skills.
- **Consider unique internship programs** available like The Washington Center, the Walt Disney College Program, and the Undergraduate Research Assistants (USA) program.
- **Visit our website** at [www.careers.uiowa.edu](http://www.careers.uiowa.edu) for more suggestion and websites dedicated to internship searches.

Questions about internships? Please call the Pomerantz Career Center at 335-1023 and ask to speak to an advisor.

## Internship Requirements

**It is important to note that to qualify as an internship the position does not have to be labeled "internship".** Many part time jobs, volunteer opportunities, or even summer jobs can qualify as an internship. To qualify as an internship with the Pomerantz Career Center it must fulfill the following:

- Professional experience which relates to student's major field or area of career interest
- At least 80% professional work
- Occupies at least one academic term (fall, spring or summer)
- At least 10 weeks during spring or fall term, or 8 weeks in summer
- Full or part-time intern must work a minimum of 10 hours per week
- Requires continuous supervision by a professional in the field (not a student)

**If you think you have an experience that fulfills these requirements then register your internship by going to:**

**<http://www.careers.uiowa.edu>  
select "register your internship" under  
Student information.**

Internships must be registered in the semester in which they occur