

# How to Find an Internship

## Determine Your Goals

Why do you want an internship?  
What do you hope to learn?  
In what field are you trying to gain experience?

### Explore Majors and Careers

Yellow Section of Career Discovery Center  
Explore Majors and Careers section of the website  
Schedule an appointment with a Career Counselor

### Complete the Ideal Internship Worksheet

What type of experience do you want?  
What type of daily duties?  
What locations do you prefer?  
What is your timetable?

## Identify Internships

### Explore Hidden Job Market

Career Discovery Center

Internship Center Database and Folders  
Internship Books  
Directories  
Reference USA

### Find advertised Internships

Online

Blugold CareerLink  
Internships-usa.com  
Internship Section and Hidden Job Market  
Section of website  
Ask An Alum

Other Resources

Internship Walk-In Hours ~ Mon 3-4  
Internship Coordinator in Career Services  
Faculty/Advisor  
Network  
Professional Associations  
Student Organizations

## Prepare your resume/cover letter

Online Resume Workshop  
Resume Worksheet  
Resume Resources in CDC  
Resume Review

## Apply for the position

## Practice Interviewing

Interview FAQs  
Interview Resources in CDC  
Patty Practice Mock Interview  
Review Mock Interview with Counselor

## Follow-Up

Thank you letter