

# Tips and Reminders

Finding the perfect internship site!



# Where to Search?

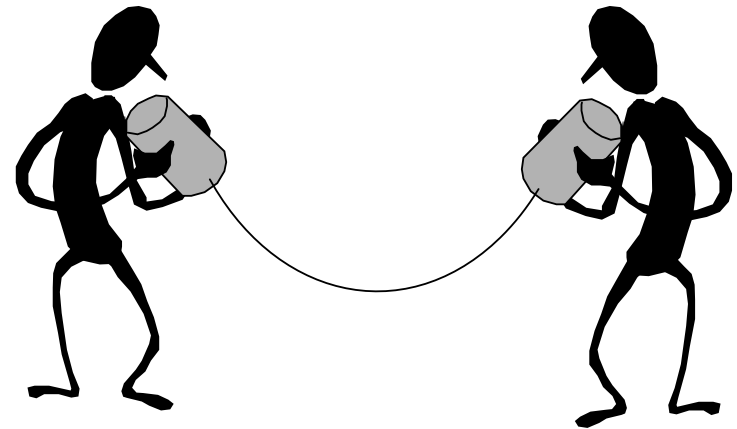
- Talk with faculty
- Alumni
- Former Interns
- Network – People in the area
- Websites (Corporate & Individual)
- Files in Student Resource Room
- Announcements
- RCPT Website



# Communicating with Agencies

- Gather information
- Do not commit until ready
- Ask to complete survey if:
  - Check with 413 professor
  - Not on approved or conditional list
  - If agency is a top choice

Assertive vs. Rude  
Where's the line?



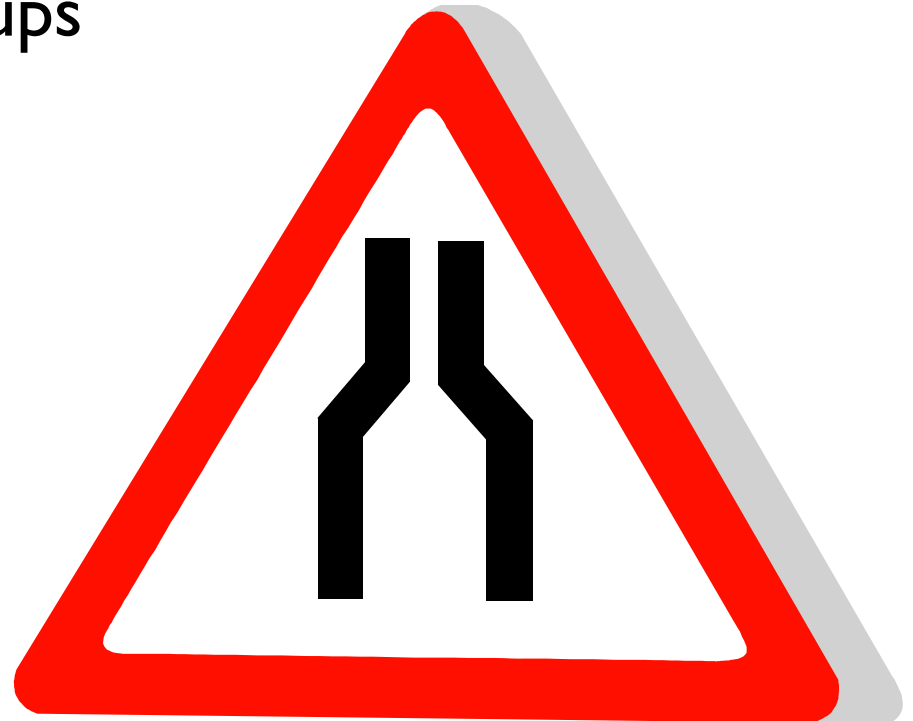
# Issues to Consider

- Your financial needs
- Lease obligations
- Transportation
- Significant others
- Geographic location
- Career goal
- Start and end dates



# Narrow Down the Search

- Establish your top picks! (3 to 4)
  - Ideal to interview with at least 3
  - You need back ups
- Take notes
  - Names, titles
  - Deadlines
  - Procedures
  - List questions



# RU Procedures to Remember



## Interview Survey Form

- Provide form for feedback
- Mail to department



## Interview Feedback Form

- Due – March 21<sup>st</sup> or before
- Allows us to monitor your progress
- Documentation of 100 hours due too!