American Studies Academic Internships (AMST 495, AMST 595)

An Internship in American Studies allows students to explore a potential career field and gain hands-on experience outside of the classroom. Internships may take place on or off campus; they may occur in museums, libraries, service organizations, local government, or in nonprofit or corporate settings. The course provides up to 3 units credit (based on hours worked) and may be taken twice for a maximum of 6 units.

Prerequisites
- AMST 201, AMST 301 or equivalent
- Obtain departmental verification (permit) and signature approval to complete registration

Faculty Internship Coordinator
Carrie Lane
UH 413
(657) 278- 7359
clane@fullerton.edu

(595) Adam Golub
UH 415
(657) 278-5899
golub@fullerton.edu

Department Information
Website: http://amst.fullerton.edu/
Tel: (657) 278-2441; Fax: (657) 278-5820
Location: UH 313

Finding an Internship
Students are responsible for seeking and securing internships for themselves. There are three ways you search:

Option one: Find an internship in Titan Connection
- Log in to your Portal at www.fullerton.edu
- Click on Career Center icon
- Fill out survey if you have never been to this page before
- Click on View Jobs & Internship Postings on Titan Connection
- To upload a resume/cover letter, point to the Documents tab and click Documents. Click Add New and browse to document to upload.
- Point to the Jobs & Internships tab and click Titan Connection Jobs
- Click the Intern (academic/for college-credit)* tab
- Enter relevant keywords and click Search

Option Two: Find your own
If you secured an internship at a site that is not already registered in Titan Connection, complete a short online request form and an immediate email with instructions will be sent to you and your site supervisor. Simply visit fullerton.edu/cice/students and select My Academic Internship Site Isn’t Registered in the left menu column. Please allow up to 3 weeks to finalize your site registration.

Option Three: Contact department for placement list

INTERNSHIP OUTSIDE OF THE US
Please contact CICE a minimum of 3 months before the semester you plan to take your internship in. If your internship is through a third-party agency contact the Study Abroad office at abroad@fullerton.edu or 657-278-4594.

Registration Instructions
1. Complete CICE Registration (Academic Internship site must be registered and approved PRIOR to your start date):
   - Navigate to http://www.fullerton.edu/cice
   - Under “For Students” Click on CICE Registration
   - Log in using your Campus username and password and select: Academic Internship
   - During registration, print the Internship Course Approval Form
   - Enter all information as required clicking “Continue” to progress
   - Print the Registration Complete page for your instructor if required
2. Enroll for AMST 495 internship class on Titan Online or through the CSUF Admissions Office

International Students
CPT and Registration Steps:
All international students are required to obtain a CPT I-20 before beginning an internship. Contact the International Students & Scholars Office (ISS) office for full information before beginning your internship search to understand the process and timelines.