Academic Internships
History (HIST 498/596)

An academic internship is work experience for which you receive academic credit. Students must:
- Seek and secure an internship prior to the commencement of the semester that is relevant to your major
- Enroll in an internship course
- Complete course requirements as prescribed in the course catalog

Prerequisites
- At least a 2.0 GPA
- Obtain departmental verification and signature approval to complete registration

HIST 596: Graduate Internship in History
Student must have graduate-level status. This is a professional-level internship in historical work and usually precedes History 597 (Project) and constitutes research phase of main graduate exercise as well as preparation for post-graduate career. This course may be repeated for credit.

Faculty Internship Coordinator
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Department Information
Website: http://hss.fullerton.edu/history/
Tel: (657) 278-3474
Location: Humanities 815F

Unit/Hours Requirement
- 3 (40 hours of internship per unit enrolled)
- Max 6 units of internship can count toward graduation (at department advisor discretion)

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

INTERNSHIP STEPS
Note: Timelines are suggested though final step must be completed prior to beginning your internship hours.

Step 1: Prepare your application (4 months before)
The CSUF Career Center in LH208 can help you develop a résumé and cover letter and prepare for interviews. Visit www.fullerton.edu/career.

Step 2: Apply (3 Months before)
You can find many internship opportunities in the CSUF Titan Connection system:
- Visit www.fullerton.edu/career
- Click on Students > Jobs & Internships
- Click on View Jobs & Internships on Titan Connection
- Login using your campus portal
  - Fill out survey if first time logging in
- In the left menu, click the Jobs and then click Search Jobs & Internships
- Click Position Type and select Intern (academic/for college-credit)
- Enter relevant Keywords and click Search
- Click on positions to review and apply

Step 3: Enroll (1 – 2 months before)
Enroll in your internship class. Consult your department for enrollment instructions.

Need Assistance?
Visit Us: Langsdorf Hall 206
Hours: Monday-Friday 8am-5pm
Call Us: (657) 278-3746
Email Us: cice@fullerton.edu

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