Academic Internships
Human Services
(HUSR 396, 495, 496)

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

- **HUSR-201** Introduction to Human Services and **HUSR-380** Theories and Techniques of Counseling or **HUSR-310** Case Management or **SOCI-305** Social Work Practice (formerly Techniques of Social Welfare)
- At least a 2.0 GPA
- Obtain departmental verification and signature approval to complete registration

Faculty Internship Coordinator

Ms. Juli Martinez
EC 479C
Tel: (657) 278-4296
Email: julimartinez@fullerton.edu

Department Information

Website: [http://hhd.fullerton.edu/husr/index.htm](http://hhd.fullerton.edu/husr/index.htm)
Tel: (657) 278-8444
Location: EC 405

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.

Need Assistance?

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

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](http://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](http://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*
- 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
- Click on position titles to review and apply

**Step 3: Enroll (1 – 2 months before)**

Enroll in your internship class. Consult your department for enrollment instructions.