Academic Internships
Health Science (PUBH 595)

An academic internship is work experience for which you receive academic credit (AKA PUBH 595). Students must:

- Seek and secure an internship prior to the commencement of the summer semester between the 1st and 2nd year of the MPH that is relevant to public health
- Enroll in an internship course (PUBH 595)
- Complete course requirements as prescribed in the course catalog

**Prerequisites**

- Completion of PUBH 500, PUBH 501, PUBH 508, PUBH 515, PUBH 524 and PUBH 540

**Faculty Internship Coordinator**

Dr. Mojgan Sami
KHS- 161
(657)278-3343
msami@fullerton.edu

**Department Information**

Website: [http://hhd.fullerton.edu/pubh/](http://hhd.fullerton.edu/pubh/)
Tel: (657) 278-3316
Location: KHS 121

**Unit/Hours Requirement**

- 3 units preparatory course work in first year Spring
- 3 units field course work in summer
- 240 hours fieldwork at one internship setting

**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

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**INTERNERNSHIP STEPS**

The following steps relate to the 6-unit 240 hours of required fieldwork. 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)**

**Option A: Find an internship in Titan Connection**

- 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
- In the left menu, click the Jobs and then click Search Jobs & Internships
- Click Position Type and select COVID Intern (academic/for college-credit)
- Enter relevant Keywords and click Search
- Click on positions to review and apply

**Option B: Find your own**

If you secured an internship outside of Titan Connection:

- Go to: [fullerton.edu/cice/newsite](http://fullerton.edu/cice/newsite)
- Complete the online request form

An email with instructions will be sent to your site supervisor. It is the student’s duty to ensure their site is approved in a timely manner. Contact CICE for updates on your site approval. Allow up to 3 weeks for approval.

**Internships outside U.S:** Students must begin by contacting the Study Abroad office at minimum 4 months prior to departure AND request academic credit. Do not continue this process until advised by Study Abroad.

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

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

**Step 4: Complete CICE Registration (1 – 4 weeks before)**

Wait 24 hours after enrolling in your academic internship course then follow the instructions by using this link: [www.fullerton.edu/cice/placement_instructions](http://www.fullerton.edu/cice/placement_instructions)

A video guide demonstrating the process above can be found at [fullerton.edu/cice/students](http://fullerton.edu/cice/students)