



CHEMISTRY/ BIOCHEMISTRY

Academic Internships (CHEM 490)

The Chemistry/ Biochemistry internship course is an elective for 1-2 units. The experience may count toward the Senior Research requirement and/or as career breadth requirement units for chemistry majors. The course may be repeated once; it does not count towards the M.S. degree.

Prerequisites

- Junior or senior standing in chemistry and consent of instructor
- At least a 2.0 GPA
- Obtain departmental verification and signature approval to complete registration

Faculty Internship Coordinator

Dr. Richard Deming
McCarthy Hall 580
(657) 278-2170
rdeming@fullerton.edu

Department Information

Website: <http://chemistry.fullerton.edu/>
Tel: (657) 278-3621; **Fax:** (657) 278-5316
Location: McCarthy Hall 580

What is an Academic Internship?

At Cal State Fullerton, academic internships are credit-bearing. Students enroll in an internship course and complete course requirements. The number of units you receive depends on the number of hours you complete at your internship site.

1 unit = 90 hours

An academic internship is a work-learning partnership between a student, the university, and a host company or organization that bears a direct relationship to a student's major and professional goals.



Need Assistance?

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

Finding an Internship

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

Option One: Contact the Chemistry/Biochemistry Department

Contact your Faculty Internship Coordinator for Chemistry/Biochemistry department internship listings.

Option Two: Find an internship in Titan Connection

- Navigate to the **CSUF homepage**, www.fullerton.edu
- Log in to you Portal
- Under **Quick Links** on your Student Portal page, click on **Career Center**.
- If you have never been to this page before, you may have to fill out a short form to access the database.
- Click on **Jobs & Internships** on the blue toolbar on the left
- Click on **Jobs & Internships on Titan Connection**
- Click on **Jobs & Internships** on the toolbar at the top toolbar on the webpage.
- Highlight and Click **Titan Connection jobs**
- Highlight **Academic Internships** under position type
- Click **Search**

Option Three: Find your own

If you found a site on your own and were offered to complete your academic internship there, great! Simply ask the agency or organization to register in our database on our website, www.fullerton.edu/cice/academicinternships.htm.

Please allow a minimum of 3 weeks to complete site registration.

Registration

1. Contact Dr. Deming for verification of prerequisites and approval for your internship course.
2. Enroll for internship class
3. Complete CICE Registration online:
(Academic Internship site must be registered)
 - Navigate to <http://www.fullerton.edu/cice>
 - Under "Students" Click on **CICE Registration**
 - Log in using your Campus username and password and select: Academic Internship
 - Complete the CICE registration

International Students

International students must obtain a **CPT I-20** from the International Education and Exchange office in UH-244. Check with IEE for admissible dates prior to completing the CICE Registration.

Additional Registration Steps

When completing the CICE Registration:

1. Print the following forms:
 - a. Internship Course Approval Form
 - b. Consent Form
 - c. Registration Complete Form.
2. If possible, obtain an official offer letter from your internship site.
3. Bring the CICE Registration forms and offer letter if available to CICE for signature
4. Submit all forms to IEE to process CPT I-20