



ENGLISH

Academic Internships

(ENGL 498)



The English internship course is an elective that offers an opportunity for students to gain experience in the practical application of studies in literature and language, outside the university. The internship hours should be specified beforehand. The course is credit/no credit and without credit given towards one's major. Enrollment is limited.

Prerequisites

- Sophomore class status
- At least a 2.0 GPA
- Students must attend a mandatory orientation within the first 2 weeks of class

Faculty Internship Coordinator

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Department Information

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What is an Academic Internship?

At Cal State Fullerton, academic internships are credit-bearing. Students enroll in an internship course and complete course requirements. English requires you to complete 120-150 hours at your internship site to receive 3 units.

3 units = 120-150 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.

Finding an Internship

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

Option one: 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**
- Select **Academic Internships** under position type
- Click **Search**

Option Two: 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 Instructions

Complete the CICE Registration:
(Academic Internships 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



Need Assistance?

Visit Us: Langsdorf Hall 206
Monday-Friday 8am-5pm
Call Us: (657) 278-3746
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