



INTERNATIONAL BUSINESS

Academic Internships (MLNG 495 & MKTG 495)

International Business students must complete two academic internships locally or abroad. One academic internship experience must involve international operations or marketing. In addition, students must complete a pre-approved three-unit upper-division foreign language internship or course.

Foreign Language Requirement

Approval for the language academic internship option must be obtained prior to enrollment in the business internship. Written evidence of language use must be provided at the completion of the language internship. The course must increase students' understanding of the language and culture of their concentration. Courses may be taken separately.

Prerequisites

- At least junior (3rd year) class standing and have an adequate proficiency in a foreign language
- At least a 2.5 GPA
- Completed at least two (2) international business courses
- Obtain departmental verification and stamp to complete registration
- See Department website for instructions

Faculty Internship Coordinator

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Department Information

Website: <http://business.fullerton.edu/marketing>

Location: SGMH 5214; **Tel:** (657) 278-2223

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.

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**
- Highlight **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

1. Go to www.fullerton.edu/cice and click "Academic Internships".
2. Follow instructions in the MKTG 495 and MLNG 495 information cards:
 - Courses can be taken separately or in same semester
 - Same site can be used for both internships (240 hours required, consult departments for suitability of placement)
3. Submit the Course Approval Form to departments for verification of prerequisites and to be permitted to enroll into your internship course
4. Enroll for internship classes

International Students

International students must obtain a **CPT I-20** from the International Education and Exchange (IEE) office in UH-244. The following additional registration steps are required:

1. Obtain an official internship offer letter from your site (must be signed by your supervisor and include your start date)
2. When completing the CICE Registration, print the following forms:
 - a. Internship Course Approval Form
 - b. Consent Form
 - c. Registration Complete Form.
3. Take the CICE Registration forms and offer letter to CICE for signature before visiting department for permit
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

Email Us: cice@fullerotrtn.edu