

PUT YOUR WORDS TO WORK

ENGLISH DEPARTMENT INTERNSHIP PROGRAM: REGISTRATION FAQs

>> I want to do an internship next semester. Where do I start?

Contact the internship coordinator, Dr. Lauren Ingraham (Lauren-Ingraham@utc.edu), as soon as possible. After you formally apply and are accepted to the program, she will help you create a resume and cover letter, and she will guide you through the process of finding and applying for an internship. Like any other job, you must find a position, apply, interview, and be offered the internship. We cannot place you directly into an internship, but we will help you through the process of getting one.

>> If I want course credit for my internship, do I have to register for and attend an actual class?

Yes. In addition to working as an intern on or off campus, you must attend the weekly internship workshop and complete coursework, including weekly reports, a final portfolio, and other assignments. The workshop meets one day a week at a set time. You must attend the workshop sessions to receive course credit for your internship.

>> Why can't I add English 4960: Internship Workshop when I register for my other classes?

The internship coordinator will process a registration override for English 4960 after you have met three conditions: 1) you have been accepted into the internship program, 2) you have secured an internship position, and 3) your class and work schedules allow you to attend the weekly internship workshop. Once the override is in the system, you will receive an email directing you to register for the course.

>> I want to do an internship, but I'm on scholarship and need to be sure I take 12 credit hours.

Because you must secure an internship position before the internship coordinator can grant you an override for English 4960, work with your adviser to choose and register for a safety course to fill your schedule while you apply for internships. Be sure to choose a course that will help you meet your academic and graduation goals in the event you aren't able to secure an internship.

>> I want the internship course to count as my senior capstone. What do I need to do?

If you have earned a total of 90 or more credit hours, you may take the internship course for your senior capstone experience. Capstone students must meet the same course requirements as regular internship students, plus a few extra requirements for the final portfolio. Because you must secure an internship position before the coordinator can grant you an override for the course, work with your adviser to register for an alternative capstone option, such as the senior seminar.

Please contact Dr. Lauren Ingraham if you have any questions: Lauren-Ingraham@utc.edu