



EXPERIENTIAL EDUCATION & CAREER SERVICES

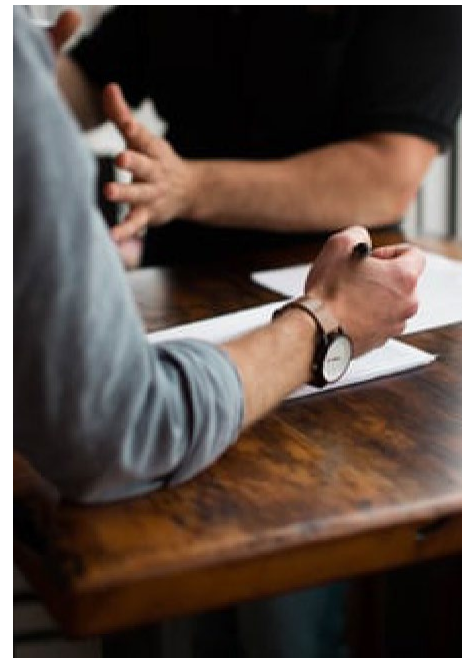
STUDENT GUIDE TO INTERNSHIP



WHAT IS AN INTERNSHIP?

Internship is a semester-long, work experience in the student's field of study for which the student earns academic credit.

- This program is conducted in a university-approved, professional setting under the supervision and monitoring of practicing professionals
- It meets specific educational objectives based on the College's academic program requirements
- It is administered and monitored by University Experiential Education & Career Services with support from Faculty Internship Instructors



In order to be considered a qualified, university approved, real-world learning experience, the internship must:

- Be a semester long experience which provides the opportunity for you to gain firsthand insight into an industry by gaining hands-on experience working at a company within your chosen field
- Incorporate measurable, productive, relevant skills and activities that match the real-world tasks of professionals in the industry
- Be structured including formal monitoring, supervision and assessment, conducted in part by the host site, to ensure integration with the learning objectives and college outcomes
- Be relevant to your primary area of academic study
- Host organization must possess a professional facility or office space



During an internship you will focus on developing competencies that are highly sought after by employers:

- Disciplinary Knowledge and Skills
- Work Ethic
- Professionalism
- Problem Solving
- Communication Skills
- Collaboration

**Note: version 7/2020; This guide is updated regularly and subject to change based on new policies and procedures.*

INTERNSHIP FREQUENTLY ASKED QUESTIONS

<ul style="list-style-type: none"> ▶ Am I required to do internship? 	<ul style="list-style-type: none"> • There are some programs that do have a required internship component built in. However, most students have the option to complete an internship. Refer to your GPS audit for eligibility requirements.
<ul style="list-style-type: none"> ▶ How do I find internship opportunities? 	<ol style="list-style-type: none"> 1. Go to: link.jwu.edu > jobs & internships > Internships 2. You can search through Handshake and GoinGlobal. 3. Experiential Education & Career Services staff members can help you navigate these tools and other online resources.
<ul style="list-style-type: none"> ▶ Do I have to pay for Internship? 	<ul style="list-style-type: none"> • Similar to any credit-bearing course, you register and pay tuition for internship. Be sure to contact Student Financial Services to discuss payment options. If you are doing your internship over the summer, you must contact Student Financial Services to discuss summer tuition and if your financial aid will help cover your tuition costs.
<ul style="list-style-type: none"> ▶ What if I have a “hold” on my account? 	<ul style="list-style-type: none"> • All holds need to be removed before you can begin internship. Failure to clear a hold before the beginning of the semester could result in being dropped from internship.
<ul style="list-style-type: none"> ▶ Am I allowed to take classes while out on Internship? 	<ul style="list-style-type: none"> • Consistent with all other courses, students are able to schedule internship and other classes up to 18 credits per semester. Be sure to work with your Experiential Education Coordinator to determine how this may impact your internship.
<ul style="list-style-type: none"> ▶ How many hours am I expected to work? 	<ul style="list-style-type: none"> • During your internship, the expected work hours vary based on the number of credits. Page 7 gives you a breakdown by credits.
<ul style="list-style-type: none"> ▶ What if I am working more than the expected hours? 	<ul style="list-style-type: none"> • Contact your Experiential Education Coordinator right away. They will be able to assist you in determining the right steps for communicating with your site supervisor.
<ul style="list-style-type: none"> ▶ Can I work extra hours each week and end early? 	<ul style="list-style-type: none"> • No. Your experience must match the semester dates. Even though you may have started working before the start of the semester, you need to continue to work until the last day.
<ul style="list-style-type: none"> ▶ How do I turn in my assignments? 	<ul style="list-style-type: none"> • All assignments are submitted via ulearn. Your Experiential Education Coordinator will review this process with you during Internship Orientation.
<ul style="list-style-type: none"> ▶ How do I stay in communication with my Experiential Education Coordinator? 	<ul style="list-style-type: none"> • You must check your JWU student email regularly, as this is the official means of university communication. Your Experiential Education Coordinator will be sending you emails with important information regarding assignments, due dates, etc. throughout the semester.
<ul style="list-style-type: none"> ▶ What happens if I get injured on Internship? 	<ul style="list-style-type: none"> • Inform your site supervisor right away so they can assess the situation and assist you in receiving proper medical attention. You or your site supervisor should contact your Experiential Education Coordinator as soon as possible. When able, you should follow up with your Experiential Education Coordinator.
<ul style="list-style-type: none"> ▶ What if I decide to quit my Internship? 	<ul style="list-style-type: none"> • Before notifying your site supervisor, contact your Experiential Education Coordinator as soon as possible to discuss your options.
<ul style="list-style-type: none"> ▶ What if there’s a holiday/ vacation/snow day? 	<ul style="list-style-type: none"> • As an intern, you are following the employer’s schedule. Therefore school holidays, vacations, snow days, etc. would not apply to you, unless your employer is also closed for that day.
<ul style="list-style-type: none"> ▶ What if the experience isn’t what I expected? 	<ul style="list-style-type: none"> • Every experience is unique, so depending on you specific situation, your Experiential Education Coordinator will be able to help advise you through any difficulties.
<ul style="list-style-type: none"> ▶ What happens if I get fired from my internship? 	<ul style="list-style-type: none"> • Be proactive and professional at all times to prevent that from happening. If you are fired, depending on the reasons for termination, you may or may not have the opportunity to re-do your internship. Please contact your Experiential Education Coordinator immediately, to discuss options. Be sure you know and practice the employer’s key policies while participating in your internship. Students terminated from their internship will receive a grade of “W” or “F” depending on the circumstances. You may be required to take courses in lieu of internship. You should also contact Student Financial Services in regards to tuition adjustments.
<ul style="list-style-type: none"> ▶ I am an international student. What paperwork do I need to submit before internship (CPT)? 	<ul style="list-style-type: none"> • All international students must have their internship site supervisor submit the Student Data Sheet to your Experiential Education Coordinator no later than 2 weeks prior to the semester. Your Experiential Education Coordinator will then submit the Student Data Sheet and I-20 letter to International Student Services, who will then process your I-20. (Note: failure to submit your Student Data Sheet before the due date will result in moving your internship to a future semester).

STEP-BY-STEP INTERNSHIP INSTRUCTIONS

Attend an Internship Advising session.

Your Experiential Education Coordinator will send you an email link to register. Topics covered will be resumes, career goals, internship sites and more.

Confirm your GPA and other requirements.

Programs have certain GPA, credit and/or course requirements. Be sure to review your GPS to determine your eligibility. All programs have experiential learning credits built into the curriculum.

JWU CAREERS: #HIREJWU

INTERNSHIPS

REGISTERING FOR AN INTERNSHIP

Learn about the resources and tools we offer to get you started. You will have the best internship experience if you start working with us in advance. Internships provide you with the opportunity to build and enhance Experiential Education Outcomes including Work Ethic/Professionalism, Problem Solving, Communication (verbal & non-verbal), and Collaboration as well as industry-specific skills.

Register for Internship up to 1 year before the semester you plan to participate.

Semester selection process begins in *February*. For more information on internship eligibility requirements and registration, visit careers.jwu.edu

Create or enhance your resume

You will find helpful tools and resources to create or update your resume by visiting link.jwu.edu > jobs & internships > resume. Once you have a draft of your resume, visit our office to review your resume, or make an appointment with one of our staff members.

Approximately 3-6 months before the internship semester.

Keep in close contact with your Experiential Education Coordinator to discuss your resume, career goals, potential internship sites and next steps.

STEP-BY-STEP INTERNSHIP INSTRUCTIONS

Conduct more research for internship opportunities!

Go to link.jwu.edu > jobs & internships > internships

Meet with Student Financial Services.

All financial aid is disbursed through JWU Student Financial Services. Internship is for credit; therefore, you will be responsible for tuition. Be sure to schedule a meeting with your financial planner prior to the payment due date for the semester you are registered for.

Student Academic & Financial Services: 980-598-1300

Residential Life Information.

If your internship is not local and you live on campus, you must cancel your campus housing for the duration of your internship program at least one semester before departure, or as soon as you know you need to leave campus. Contact Residential Life for more information. Contact Residential Life for more information.

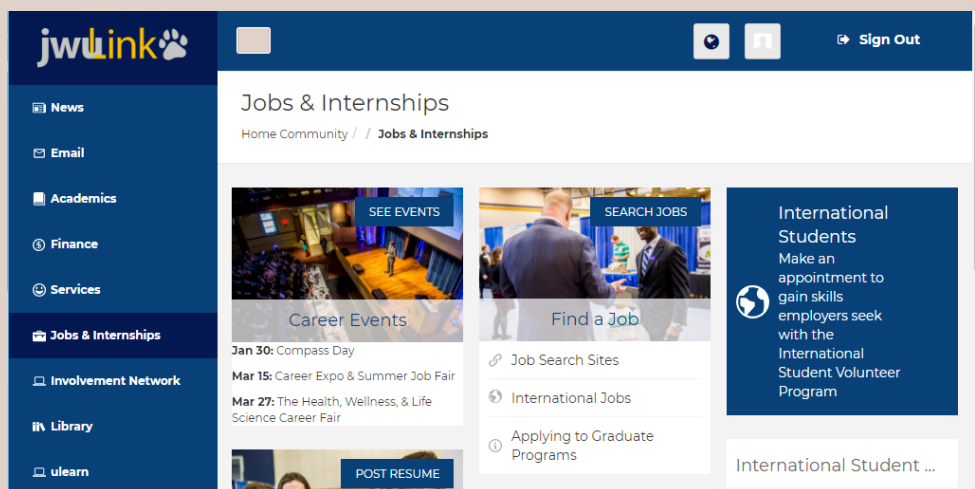
Residential Life: 980-598-1800

No later than 2 weeks before internship semester.

Confirm your site with your Experiential Education Coordinator. Make sure all necessary paperwork (e.g. Student Data Sheet, FERPA form) has been submitted.

Attend Internship Orientation.

All students are required to attend Internship Orientation. Our staff will review assignments, what to expect on internship, and answer any last minute questions. Sign up for Internship Orientation sessions in the events section on Handshake.



YOUR INTERNSHIP TEAM:



ROLES DURING INTERNSHIP



The Intern

- Before starting your internship, attend Internship Orientation with your Experiential Education Coordinator
- Attend your internship on the days you are scheduled
- You are expected to adhere to the policies and standards of your internship site, as well as those set forth by Johnson & Wales University
- You are required to engage in self-reflection, which is captured in your reflective assignments completed throughout the semester
- Submit each reflection entry on the posted due date. All assignments are to be submitted via ulearn



The Experiential Education Coordinator

- Assist you in researching sites, resume help, and overall internship preparation
- Your main contact prior and during your internship
- Work with employers regarding midterm and final evaluations
- Assist you with any questions or concerns
- Grade academic assignments (Culinary & Baking & Pastry Intermediate Internships only)
- Grade all resumes
- Work with faculty (all other internships) regarding assignment grades



The IOR (Instructor of Record)

- Grade and provide feedback on all academic assignments
- Provide relevant resources based on themes found in academic assignments
- Assist you with any questions or concerns regarding your assignments



The Site Supervisor

- Responsible for providing you with a meaningful educational experience
- Provide a variety of practical learning experiences, including observation and participation, in a specific department relative to your field of study
- Be able to incorporate measurable, productive, and relevant activities that match real-world tasks of professionals in that industry
- Provide appropriate supervision and guidance to you during your internship
- Complete a midterm and final evaluation of your performance, and thoroughly review each with you

IMPORTANT INTERNSHIP POLICIES CONTINUED...

ATTENDANCE POLICY:

You are expected to report to your internship site fully prepared and in professional attire (as required by your employer). Your internship start and end dates must coincide with the JWU academic calendar. If you have not started by the semester start date, you may be dropped from the course and no longer be considered actively enrolled for that semester.

Average hours/week based on internship credits:

3 Credits	6 credits	9 credits	12 credits
Minimum of 8 hours per week	Minimum of 17 hours per week	Minimum of 25 hours per week	Minimum of 35 hours per week

You will be expected to work the hours that you are scheduled for by your employer, which may include nights, weekends, holidays, etc. In the event of inclement weather, you should contact your internship site to confirm scheduling for the day. University closings DO NOT apply to students on internship. It is crucial that you attend every day you are scheduled, or consult with your site supervisor if you think you may be tardy or absent from a day of work. If you incur a physical injury that does not allow you to work, please contact your employer and your Experiential Education Coordinator immediately.

EMPLOYER POLICIES:

You are responsible for asking your employer about key employee policies prior to accepting your internship. For example, financial compensation, attendance, time-off, use of equipment, harassment, dress, etc. You need to understand these policies and adhere to them as if you were a permanent employee at the company. It is important that you respect both JWU policies, as well as employer policies, in order to have a successful experience.

Drug Tests/Background Checks/Personality Testing and Internships: It is the practice of some companies and internship partners to have potential employees and internship students complete background checks, drug tests, and/or personality tests as a condition of acceptance. Johnson & Wales University will not pay for the test(s). In some cases, you may be responsible to incur the cost. Companies may also require students to sign documents such as HIPAA (Health Insurance Portability and Accountability Act), Conflict of Interest, Confidentiality Agreements, etc. Johnson & Wales University does not discourage or encourage this practice, rather views it as part of the hiring process.

ACADEMIC ASSIGNMENTS & GRADING GUIDELINES :

You will receive a grade for your internship experience. In order to successfully complete internship, you must complete and submit required assignments on the specified dates. Your academic assignments will account for 40% of your overall grade. All assignments should be uploaded via the ulearn system.

In addition to the academic assignments, the evaluation criterion for your internship grade includes a midterm and final evaluation completed by your employer. These account for 60% of your final grade. (Midterm = 20%; Final = 40%)

IMPORTANT INTERNSHIP POLICIES CONTINUED...

STUDENT HEALTH INSURANCE:

All registered undergraduate day students, both domestic and international; all students enrolled in the Physician Assistant Program, on-campus Occupational Therapy Program, Addiction Counseling or Clinical Mental Health Counseling master's degree programs as well as international graduate/doctoral students attending Johnson & Wales University and taking credit hours (excluding full-time Johnson & Wales employees) are eligible and enrolled in the plan on a hard waiver basis. If university policy requires students to have health insurance and the coverage is through another means (i.e., parent's health insurance or an employer program), the student does not have to utilize the university student health insurance plan and may opt out of/waive it. All current insurance must be accepted and fully comprehensive for all of the student's needs in the U.S. and the state in which the student attends class. Students can opt out of/waive the university plan by submitting the online waiver form to demonstrate evidence of coverage. A new waiver form must be submitted each academic year. Students who are required to have health insurance and do not waive the Johnson & Wales University plan will be charged for it. The online waiver form and details of the plan, including the full brochure and benefit flyer, can be found on the University Health Plans website: www.universityhealthplans.com.

If a student is paid a wage by the internship site, the site's Workers Compensation insurance coverage should pay for any injuries sustained while the student is working at the site. However, all undergraduate day school students are also required to have a health and accident insurance plan while in approved internship positions. If the student has not waived out of the Johnson & Wales University Student Health Insurance Plan (SHIP), a brochure containing detailed information on the JWU SHIP is available upon request. Students who have elected to waive the JWU SHIP must have coverage under insurance plans carried by their families or themselves. Although those plans must meet Federal Health Plan minimum requirements, JWU does not have access to those plan details and any request for such details will be the student's responsibility.

Students are protected by Johnson & Wales University's Commercial General Liability Insurance for liability arising from their activities while acting within the scope of their duties in an internship or experiential education program as required by the university for course curriculum, including travel while using a university vehicle. Any incident involving injury or potential liability should be reported as soon as practical to the university insurance and property risk manager, 401-598-1935, 8 Abbott Park Place, Providence, RI, 02903.

POLICY ON STUDENTS WITH DISABILITIES:

Johnson & Wales is dedicated to providing reasonable accommodations to give learning disabled, physically challenged, and students with chronic medical conditions the opportunity to succeed in their academic pursuits. Students requesting services must have documentation on file with the Accessibility Services and/or Center for Academic Support and must request that the accommodation information be sent to their Experiential Education Coordinator.

IMPORTANT INTERNSHIP POLICIES CONTINUED...

◆ INTERNSHIP SUPPORT FUND:

The Internship Support Fund provides funds to help defray expenses for undergraduate, day students participating in **approved, unpaid internships at a government or non-profit organization**. Students who participate in an unpaid internship at a **for-profit** site are not eligible for the stipend. **Students are encouraged and advised to find an internship at a paid site.** Resources to assist you are the internship section of [link.jwu.edu>jobs](http://link.jwu.edu/jobs) and internships.com, indeed.com, and faculty and staff. Some examples of government and non-profit organizations include: advocacy groups, charity organizations, government (police, courts, municipalities, military), hospitals, and some healthcare facilities.

Internship Support Fund (FAQs):

University Stipend amounts:

6 credits = \$500

9 credits = \$1000

12 credits = \$1500

(Note: 3-credit internships are not eligible)

What academic programs are eligible for the Internship Support Fund?

Undergraduate, day students currently enrolled in an **unpaid internship at a government or non-profit organization** coordinated through the Experiential Education & Career Services office are eligible for the JWU Internship Support Fund.

Are CE or Grad students eligible for the Internship Support Fund?

CE and Grad students are not eligible for the Internship Support Fund because tuition for those programs is already at a reduced rate.

Do I need to submit an application to receive the funds?

No, there is no application. To receive funds, you must be registered in an official internship through the Experiential Education & Career Services Office.

My internship was originally supposed to be paid, but now it is unpaid. Am I now eligible for the stipend?

If your employer is no longer able to pay you, please inform us right away. We will need to update our records so you will receive your stipend check in a timely manner. Depending on when the internship changed from paid to unpaid will determine your eligibility.

Am I eligible to receive the fund multiple times?

Yes, if you participate in multiple unpaid internships for academic credit, you are eligible to receive up to a maximum of \$1,500 in support from the fund over your entire student experience.

If I receive a stipend from my employer, does it count as "unpaid" since it's not hourly pay and below minimum wage?

Students receiving payment for their work in an hourly salary are not eligible for the Internship Support Fund. Students receiving a stipend, transportation supplement or housing from the government or non-profit internship site may be eligible, depending on the amount of stipend.

How do I receive the Internship Support Fund?

Stipends are distributed by week 6 in the form of a check. In order to receive the check, please be sure to update the address you will be residing at during internship; log into jwuLink, go to **Academics > Records & Personal Info > Addresses & Phone Numbers > Type of Address to Insert:** select Work Experience Address from the drop-down box.

If I am at the JWU financial aid cap, am I eligible to receive funds from the Internship Support Fund?

Yes. The financial aid cap does not impact your ability to receive the funds.

What happens if I drop or I am dropped from the internship program before the funds are distributed?

In this case you will not receive the funds but may be eligible to receive the funds in future semesters.

What happens if I fail or I am terminated from my internship after the funds are distributed?

Since the stipend is not payment for services, students who do not successfully complete the internship but have already received the funds will not be required to reimburse the university. If a student does not successfully complete the internship *before* the funds are distributed, they may not be eligible to receive the funds in the current semester or in a future internship.

If I receive a medical drop, can I receive future funding?

If you are officially dropped for medical reasons, you may be eligible to receive the funds in the future.

FERPA POLICY

FAMILY EDUCATIONAL RIGHT AND PRIVACY ACT OF 1974 (FERPA):

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days after the day the university receives a written request. A student should submit a written request to the department that maintains the record(s) the student wishes to inspect. The department will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be made.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the university to amend a record should write the university official responsible for the record, clearly identify the part of the record the student wants amended and specify why it should be amended. If the university decides not to amend the record as requested, the university will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the university discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The university discloses education records without a student's prior written consent under the FERPA exception for disclosure to university officials with legitimate educational interests.

A university official is a person employed by the university in an administrative, supervisory, academic, research or support staff position; a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A university official also may include a volunteer or contractor outside of the university who performs an institutional service or function for which the university would otherwise use its own employees and who is under the direct control of the university with respect to the use and maintenance of PII from education records, such as an attorney, auditor or collection agent, or a student volunteering to assist another university official in performing his or her tasks.

A university official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the university. Upon request, the university also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

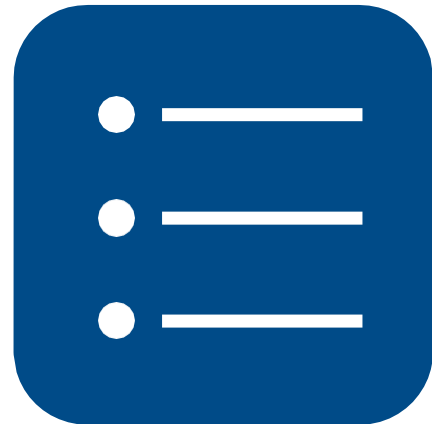
FERPA POLICY CONTINUED...

Directory Information

The university may, however, disclose appropriately designated “directory information” without the student’s written consent, unless the student specifically requests otherwise in writing. To prevent disclosure of directory information, a student must submit a written request for nondisclosure to Student Academic & Financial Services.

Directory information includes, but is not limited to:

- Students name
- Address
- Phone number
- Email
- Photographic/Videographic/Electronic Images
- Date and place of birth
- Major
- Field(s) of study
- Dates of attendance
- Anticipated degree & degree date
- Student’s dissertations
- Dates and place of employment
- Graduate level
- Credits earned
- Enrollment status
- Degree status.
- Class schedule
- Participation in activities & sports.



For a complete list of all directory information, please refer to the Student Handbook via www.catalog.jwu.edu/handbook > General Information and Policies > FERPA > Directory Information Public Notice.

Disclosures in Case of Emergency

The university only discloses personally identifiable information from an education record to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The university complies with the changes made to FERPA as a result of the USA Patriot Act.

Release Form

If you would like to allow Experiential Education & Career Services permission to discuss information pertaining to your internship or other university-related issues, you need to complete the Student Authorization to Release Information Form. Contact your Experiential Education Coordinator for more information.

HOW TO PREPARE FOR AN EMERGENCY

What do we consider an emergency?

Location-Based Emergency (i.e. Boston Marathon, Paris bombing, pandemic such as COVID19)

- Terrorism
- Natural/Chemical Disaster
- Riots
- Any other emergencies communicated by local, regional, or national government

Individual Emergencies

- Sexual Assault/Rape
- Disappearance/Kidnapping
- Hospitalization
- Criminal Assault
- Arrest

Steps to prepare

Attend Internship Orientation and advising sessions with your Ex Ed Coordinator to receive:

- Student Guide to Internship (or International Internship)
- Internship Emergency Contact Card (international and domestic)
- Information on emergency steps and communication channels

Update/Verify information on jwuLink:

- Emergency contact
- Work Experience address (should be your residential address during internship)
- Alternative email

Take a cell phone picture of both sides of your Internship Emergency Contact Card which includes –

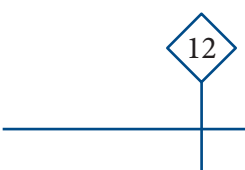
- HTH Insurance Phone # and Policy # (for international internships)
- Disaster & Evacuation Services Phone # (within US and outside US)
- Overseas Citizens Services of the Bureau of Consular Affairs #
- JWU Safety & Security Phone # by campus
- Always check your JWU email for emergency instructions

Research the government emergency procedures for your location

- Typically this can be found on the state government website (i.e. www.ri.gov/alerts/)

What to do in case of Emergency

- If you are in immediate danger or harm, call 911 or if outside the US, the emergency contacts # for that country
- Follow local government instructions
- Locate your JWU Emergency Contact Card and HTH Insurance card (International Internships)
- It is imperative that you contact your family, Ex Ed & Career Services, and your internship site advisor to confirm your safety



INTERNATIONAL INTERNSHIPS FREQUENTLY ASKED QUESTIONS

When do I start?

You are able to schedule internship up to 12 months before the semester you want to go abroad. You should begin the planning process preferably 12 months, but at least 6 months before you intend to participate. You must meet with your Experiential Education Coordinator to begin this process.

What are the requirements for an international internship?

You must have a cumulative GPA of 3.25 or higher. Some sites require at least 1 year of work experience and professional references. Additionally, there are some prerequisites (such as labs) that are required for certain majors.

What are my options for an international internship?

You can search for many internship opportunities on *jwulink* > *jobs & internships* > *Internships*. This tab also gives you access to GoinGlobal, which has lots of information on interning and living abroad.

Do I have to pay for my internship?

Yes. Similar to any credit-bearing course, you register and pay tuition for internships. For the summer semester, you must contact Student Academic and Financial Services to find out what the summer tuition is and if your financial aid will cover summer internship.

How much money will I need to go abroad?

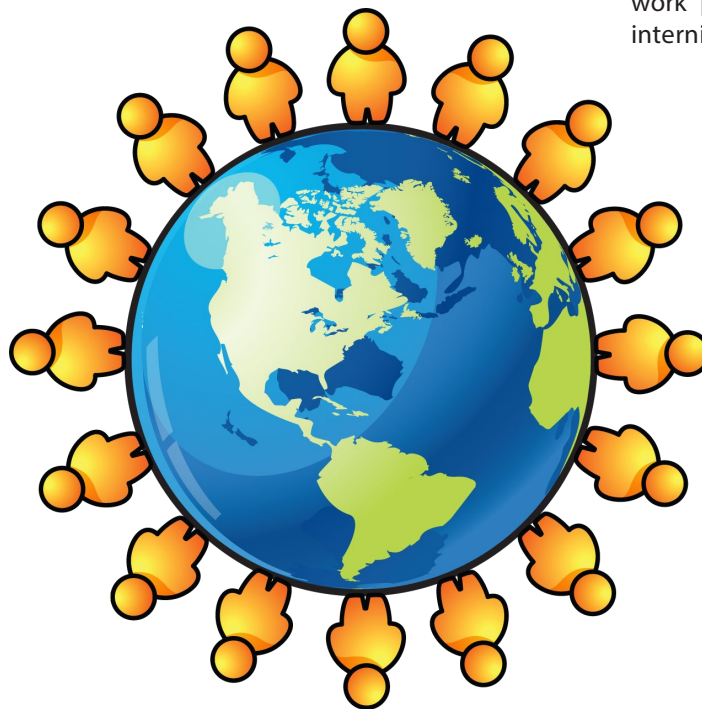
There are several costs associated with international internships. You will need to pay for a passport, visa or work permit, flights, housing and meals, international cell phone service, etc. Additionally, you should have spending money and savings for any emergency situations (i.e. hospital, flight cancellation, etc).

How do I get a passport?

In recent years there has been an unprecedented demand for passports; therefore, you should apply for a passport at least 3-6 months before your internship semester. U.S. and non-U.S. citizens need a passport both to enter other countries and return to the United States. If you already have a passport, make sure it is valid until at least one year after your return date. Passport forms are available at many Federal and state courts, and some post offices. They can also be downloaded at the US State Department web site <https://travel.state.gov/content/travel/en/passports.html> This site will also link you to the procedure and form for renewing your passport.

How do I get a visa or work permit for my international internship?

Your Experiential Education Coordinator will provide you with resources for obtaining a visa or work permit. Students should research the process through an embassy or may use a pay-for-service provider. You will need to confirm with your Experiential Education Coordinator that you have obtained the correct visa or work permit for the country you are interning in.



CONTACT INFORMATION SHEET



Experiential Education Coordinator

Name	
Phone Number	
E-mail	
Main Office Phone	

Site Supervisor

Name	
Title	
Cell Phone	
Main Office Phone	
E-mail	

INTERNSHIP SUCCESS STORIES



Cheyenne Meyers '19
Hollansburg, Ohio

Food & Beverage Entrepreneurship

Internship: Cookology Recreational Culinary School

"With this internship every day is an adventure, just go in with a positive mindset but an open one and you'll have the time of your life."



Norgan Corrello '19

Hamilton, NJ

Fashion Merchandising & Retail Management

Internship: Nordstrom

"My advice for others would be to ask questions every single day within your internship. It allows your managers to know you are curious and ever changing, that you are interested, and that you are listening to what they are teaching you."



Saul Irias '21

Honduras

Culinary Arts

Internship: Ararina Fussion, Spain

"For me working with ingredients like, Agar Agar, Soy lecithin, liquid Nitrogen and many other ingredients that I had never worked before was a truly amazing experience."

CONNECT WITH US!



Experiential Education & Career Services

801 West Trade Street, Suite 145
Charlotte, NC 28202
(980) 598-1200
M-F 8:30AM - 4:30 PM

**Note: Summer hours for Fridays are 8:30am-1:00pm*



Experiential Education & Career Services
801 West Trade Street, Charlotte NC 28202
980-598-1200 link.jwu.edu > jobs & internships > career events



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