



Academic Internship Program Interession FAQ

Interession runs January 4 – February 12, 2021. If you are considering an academic internship during Interession, please read this entire document before applying.

For general questions about the AIP, please consult the Academic Internship Program Guide at the bottom of [this page](#).

Can I do an academic internship during Interession?

Yes. The Academic Internship Program (AIP) will function nearly the same as in any other semester.

Will it be free?

Overall, you can take up to **1.5 units tuition-free** during Interession if you were full-time in the fall semester. Part or all of those units can be an academic internship.

The AIP will be tuition-free during Interession if the following conditions are true for you:

1. You were enrolled full-time (3 units or more) at Clark during Fall 2020.
2. You take no more than 1.5 units total (including your academic internship) during Interession.

If either of those conditions is NOT true for you, you can still register for an academic internship during Interession. However, you may be charged tuition for some or all of your coursework during Interession.

For example, the following combinations would all be tuition-free (provided you were full time in the fall):

- IDSC 0.5 credits and AIP 0.5 credits = 1.0 units total
- BIOL 1.0 credits and AIP 0.5 credits = 1.5 units total
- HIST 1.0 credits and AIP 0.25 credits = 1.25 units total
- AIP 0.5 and no other class = 0.5 units total

Can I do the AIP if I was on leave during fall semester?

Yes; however, you will be charged tuition.

How many AIP credits can I take?

You can take from 0.25 units – 1.5 units of academic internship tuition-free if you were full-time in the fall.

As you decide how many credits to choose, please remember:

1. The number of credits you earn is based on both the number of internship hours you log and the size of the academic project you complete.
2. Typically, a 1-unit academic internship requires an 8-10 page research paper or a project of similar size. The exact details are decided by you and your faculty adviser for the internship.
3. During Intersession, the number of internship hours required is the same as any other semester, only completed in fewer weeks than usual.

The following chart summarizes the approximate number of hours per week you will need during Intersession to complete an academic internship:

| Intersession Academic Internship Hours | | | |
|--|--------------------------------------|----------------------------------|------------------------|
| # Units of credit | Total internship hours you must log: | Approx. # internship hours/week: | Approx. academic work: |
| 0.25 units | 35 | 6 hours/week | About 1.5 hours/week |
| 0.5 units | 70 | 12 hours/week | About 3 hours/week |
| 1.0 units | 140 | 24 hours/week | About 6 hours/week |
| 1.25 units | 175 | 30 hours/week | About 7.5 hours/week |
| 1.5 units | 210 | 36 hours/week | About 9 hours/week |

How do I find an internship for the exact dates of Intersession?

Because Intersession is not part of the typical academic calendar, it is unlikely you will find many internships posted on Handshake for those exact dates. You will likely need to take a more active role in finding an internship for this time frame.

Below are some strategies to find an internship for Intersession:

1. **Look on [ClarkCONNECT](#) for short-term projects posted by alumni-employers.** Search under the "Opportunities" tab.
2. **Approach an employer WITH a posted internship** (either local or national) and ask if they are willing to create a short-term internship for the intersession dates.
3. **Approach an employer WITHOUT a posted internship** (either local or national) and ask if they are willing to create a short-term internship for the intersession dates.
4. **Accept a longer internship**, perhaps January to May, and break it into two shorter academic internships (see below).

For more advice and support, please email cservices@clarku.edu or make an appointment in [Handshake](#) with Michelle Flint. In Handshake, select the "Internship for Academic Credit" option under the Career Connections Center.

I have an internship that starts in January and runs through May. How do I count all of those hours for academic credit?

If you are accepted for a longer internship, you have two main options:

1. **Do the entire internship, but only do part of that time for academic credit.** In this option, you might apply for credit for the intersession, or for spring semester, but not both.
2. **Apply for two separate academic internships, one for Intersession 2021 and one for Spring 2021.** In this option you will need to do a new academic piece (for example, a new research paper) for the second academic internship, and show a progression of responsibility from the first academic internship to the second. You will also need to apply to both separately on our [AIP page](#).

Important: Internship hours and academic credit semester must match

Please keep in mind that you can only get academic credit for an internship in the semester in which you are registered for the AIP. Thus, for Intersession, you can only log hours for academic credit if they occur between January 4 and February 12, 2021.

When is the application deadline for Intersession?

The AIP application deadline for Intersession is January 4, 2021. This allows Career Connections Center staff time to process your application before the Registrar's drop/add deadline (January 8).

We will process late applications; however, late applications may incur a late registration fee from the Office of the Registrar.

Does my internship have to be remote?

Clark recommends remote/virtual internships

Whenever possible, your internships should be remote or virtual during the COVID-19 pandemic.

On-site internships require workplace safety plans

If your internship is on-site, or partially on-site, your sponsoring organization must have a workplace safety plan which is broadly similar to the [Healthy Clark COVID Plan](#) and which follows all relevant CDC, state, and local guidelines relative to the COVID-19 virus. In order to have your on-site internship approved for academic credit, you will need to provide a written version of your organization's workplace safety plan, in the form of either a document or link to their website.

Evaluating your organization's workplace safety plan

By accepting the internship, you are ultimately responsible for determining if the organization's workplace safety plan follows Clark's [Healthy Clark COVID Plan](#) and meets your own comfort level for in-person interaction.

If your on-site internship becomes unsafe

If you begin an on-site academic internship, and you believe the workplace is not following its own workplace safety plan or has otherwise become unsafe, it is your responsibility to notify your site supervisor, and if necessary your faculty sponsor and the Career Connections Center staff.

I am an international student. Can I do the AIP in my home country?

Yes. Apply as usual. If the employer is located outside the United States, you do not need to apply for CPT.

Questions? For further assistance, please contact the Career Connections Center at CServices@clarku.edu.