

TIMELINE

All interns must submit their application materials by February 15 of the year before they plan to intern, so that there is enough time to review materials before registration opens in March.

<u>Fall or Summer Internship</u>	<u>Spring Internship</u>
Student turns in application to the Chair of the Psychology Department by February 15, and registers for summer, fall, or spring internships in March.	
	(if registering late) <u>August</u> Student turns in application to the Chair of the Psychology Department by August 30 th , then registers upon approval.
<u>February</u> Student attends the initial intern meeting. Student meets with Career Services re: resume/cover letter/interviewing. Student researches possible internship sites.	<u>September</u> Student attends the initial intern meeting. Student meets with Career Services re: resume/cover letter/interviewing. Student researches possible internship sites.
<u>March</u> Student contacts 2-3 sites to set up an interview. Interviews with potential internship sites.	<u>October</u> Student contacts 2-3 sites to set up an interview. Interviews with potential internship sites.
<u>April</u> Student is chosen by a site. Student completes Internship Contract with site supervisor and arranges details of their internship.	<u>November</u> Student is chosen by a site. Student completes Internship Contract with site supervisor and arranges details of their internship.
<u>May</u> Student begins Summer internship.	<u>January</u> Student begins Spring internship.
<u>September</u> Student begins Fall internship.	