# Academic Internship

A Course to Ignite Your Career

## 5 Steps

### Seeking an Internship?

**Here are a few options:**

- Attend an Information Session
- Polish resume
- Get Ready. Meet with Employer Relations Team
- Search for Internship. Explore Knightline, LinkedIn & get familiar with desired employers.
- Attend events. The Invitational, Career Fairs, Finance & Accounting 'Meet the Firms'

Get Involved!

### Have an Internship?

**Here are next steps:**

1. Determine academic need
2. Ensure you qualify (see requirements below)
3. Receive credit approval from Internship Coordinator
4. Complete registration paperwork with employer
5. Make an appointment to submit signed forms to the Internship Coordinator & complete internship

## Deadlines

**Application Documents**

- Friday before classes begin for chosen semester

**Tuition Payment**

- Follow UCF Academic Calendar

## Minimum Qualifications

- Must be in your major
- Have taken (1) major related course
- Must be in good academic standing

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Questions? Contact: Sylecia Groover, Internship Coordinator / sylecia.groover@ucf.edu

Academic Calendar and Graduation Deadlines apply to Academic Internships
MAJOR INTERNSHIP REQUIREMENTS

Finance
- Ability to complete a minimum of 300 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- 3.0 Major GPA
- Have taken (1) major related course beyond FIN 3403: Business Finance with a (B)

Management
- Ability to complete a minimum of 200 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- Have taken (1) major related course beyond MAN 3025: Management of Organizations

Marketing
- Ability to complete a minimum of 200 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- Have taken (1) major related course beyond MAR 3023: Marketing

Integrated Business
- Ability to complete a minimum of 200 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- Have taken (1) major related course beyond the Primary Core

Economics
- Ability to complete a minimum of 200 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- Have taken (1) major related course beyond QMB 3200: Quantitative Business Tools II

Real Estate
- Ability to complete a minimum of 300 hours over a minimum of (14) weeks
- 2.75 overall/cumulative GPA
- 3.0 Major GPA
- Have taken (1) major related course beyond REE 3043: Fundamentals of Real Estate with a (B)