

## **REQUIREMENTS AND CREDIT FOR INTERNSHIPS**

Longwood University, College of Business & Economics  
McGaughy Internship & Professional Development Center

### **REQUIREMENTS TO APPLY FOR AN INTERNSHIP**

In order to apply for an internship, a student must have:

- A cumulative overall and major GPA of 2.33 or greater. (Please note: Employers may have a GPA requirement above the CBE GPA requirement.)
- A minimum of 60 earned credit hours.
- A declared business or economics major, and a declared concentration.
- Where applicable, specific concentration prerequisites:
  - ISCS requires completion of ISCS 370 in order to undertake an internship.
  - Management requires completion of MANG 360 in order to undertake an internship.
  - Marketing requires completion of MARK 380 in order to undertake an internship.

### **INTERNSHIP CREDIT**

You may earn up to 3 credit hours from any one internship. 160 hours of work = 2 credits, 240 hours of work = 3 credits. Up to an additional 3 credit hours may be earned from a second placement with a different company or a significant change in job duties at your initial company. You are expected to work the number of hours approved by your employer and your professor. Beginning with the fall 2011-12 catalog forward, you are required to complete an internship equating to a minimum of 160 hours (2 credits). Many employers require 10 to 12 weeks for the contracted internship period.

Address any questions about the internship process to:

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