

The Washington Center Internship Program

PROGRAM OBJECTIVES

Internships help students develop an understanding of course content, their sense of values, and civic responsibility. In addition to acquiring internship work experience, students receive academic credit by participating in the Internship Programs. The internship experience also allows students to:

- Understand the roles and responsibilities of government and how public policy is developed.
- Enhance civic engagement skills and become an active, informed citizen.
- Develop or enhance professional skills and knowledge of workplace procedures.
- Develop networking contacts with professionals in public policy fields.
- Apply classroom learning to professional experience.
- Develop teamwork and leadership skills.
- Develop research and communication skills.

In addition to the program objectives above, at the end of the program the students will be comfortable and familiar with living in and navigating the D.C. Metro Area, and how advocacy, research, funding, and the federal legislative process works; well equipped for success in a career post-graduation.

ACADEMIC COURSES AND PROGRAMMING

Note: Credit arrangements vary by campus. Please contact your appropriate campus-specific liaison to ensure you have the most up-to-date course information (they are listed at the bottom of page 2).

Students are required to register for *at least* one (1) class for a *minimum* of one (1) credit hour. The courses and credit hours available are:

- **POS 4910 TWC Internship Individual Research** is for one to three (1-3) credit hours and students receive a letter grade based on their performance in the class taken through TWC while in D.C.
- **POS 4941 TWC Internship Field Work** is for three to nine (3-9) credit hours and is the class students register for the internship. Students receive an S/U grade for this course.
- **Other:** Please contact your campus-specific liaison directly to speak about other course options.

During the Fall and Spring semesters, students can register for a total of 12 credit hours between the two USF courses. During the Summer semester, students can register for a total of 9 credit hours between the two USF courses. Discuss with your academic advisor how many credits to register for.

VIRTUAL VS. IN PERSON

The Washington Center is able to offer a limited number of virtual internship options for those wishing to stay in the Tampa Bay Area. It is important you speak to your campus-specific liaison if you are interested in this option so we may discuss options and scholarship implications.

SCHOLARSHIP

To receive the Florida Scholarship, students must register for a *minimum* of one (1) credit hour in POS 4910. Once accepted, you do not have to apply for the Florida Scholarship. The Florida Scholarship is automatically deducted by TWC when they present you with your program and housing bill. Students do not receive the Florida Scholarship directly or through the USF Office of Financial Aid. TWC will present you with

a bill that you pay directly to TWC. Please reference the accompanying program cost document to see how the scholarship deduction affects the program cost.

INTERNSHIP PLACEMENTS

The Washington Center has a professional staff that will work with student's internship placement sites in the D.C. Metro Area. TWC takes into consideration the student's professional interests, career goals, skill set, and desired outcomes in making internship placements to ensure a meaningful experience.

PROGRAM ELIGIBILITY REQUIREMENTS

Undergraduate Sophomores, Juniors, and Seniors with a minimum GPA of 2.75 will be selected to participate. Must have demonstrated record of academic and personal excellence. All majors and disciplines are welcome to apply. See TWC.edu for specific application requirements.

International students are eligible to apply. However, additional requirements must be met. Students must contact the Office of International Services at USF World and schedule an appointment with an International Student Advisor to complete the Curricular Practical Training (CPT). Specifically, international students need to do the following:

- 1) Complete the online CPT workshop on the USF International Services website.
- 2) Meet with your academic advisor to establish how the internship program is part of your curriculum.
- 3) Obtain CPT authorization from an advisor.

PERMITTING

Once registration opens, our office will notify students when permits are granted, and we will provide the CRN numbers so students can register for the USF classes.

NEXT STEPS

You must schedule a meeting with your appropriate campus-specific liaison (listed below) to discuss your participation in the program so we can review the scholarship details, assist with the application process, and ensure/review how this program can best work for you.

CONTACTS

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