Internships in Political Science
Frequently Asked Questions and Answers

1) **When can I do an undergraduate internship for credit?**
The Political Science Department offers internship courses each semester. You can participate in an internship, for credit, after you have completed one semester at Rutgers—Newark. Ideally, you would be a junior or senior and have completed coursework that would prepare you for getting the most out of this experience.

2) **How do I find an internship?**
Visit the Rutgers Career Services, or identify organizations on your own, through other students, family members, friends or other contacts.

3) **What will I gain from doing an internship?**
An internship is an opportunity to learn about the professional world. Students may discover they love the area they have chosen, or that the work environment does not fit their career interests or aspirations. Either way, an internship provides a great way to learn first-hand about a specific professional field and to make professional contacts. An internship course may also fulfill a subfield requirement toward your major.

4) **Should I expect compensation for my internship?**
No. Internships provide valuable work and research experience and on occasion may provide a stipend.

5) **How much time will students need to invest in an internship?**
To earn internship credits, you must work a minimum of 10-12 hours per week for at least 12 weeks during the semester (between 120 and 144 hours total). Work with your internship supervisor to design a schedule that fits both of your needs.

6) **Are there any other requirements?**
Yes. You will need to meet with the Internship Director once a month and submit four writing assignments.

7) **Do I need a resume?**
Yes. You must have an updated and professional-quality cover letter and resume as a prerequisite to apply for an internship. The Career Development Center, Hill Hall, Room 112 will help you to create one.

8) **What happens if I encounter a problem during my internship?**
An internship is a learning experience and a job. You should arrive on time, dress appropriately and participate actively. If you encounter a problem, you should speak with your supervisor first, and then the Internship Director, if mediation is required.

9) **Additional advice?**
Be realistic about your schedule, as overloading will affect your ability to have a positive internship experience and a successful semester. Think big: this is your chance to explore your horizons! For more information, contact the Political Science Internship Director: hyacinth.miller@rutgers.edu.