



International Internships

AT BERA COLLEGE

Study Abroad Programs that Offer Internship Courses

- ▶ Students may apply to participate in a Study Abroad Internship Program offered through a third-party provider.
- ▶ You will get academic credit from the provider, which can be transferred to Berea.
- ▶ These programs often have expensive fees, however, they usually arrange or provide housing, place students at internship sites, and have staff in the country that can provide assistance, if needed.
- ▶ **Partial funding is available from the CIE for this type of internship program.** It is typically in the student's best interest financially to spend a full-semester studying abroad, for which the CIE can provide significantly more funding than for a summer-only program.
- ▶ Students who want to do this type of internship need to submit a full application to the CIE at <https://berea.abroadoffice.net/welcome.html> by the **February 15th deadline.**

Exceptions for Pre-Approved International Internship Sites

- ▶ Exceptions are sometimes granted for participation in international summer internships at pre-approved sites such as the two examples below, and only rarely for other sites that are known to the College or recommended by a faculty/staff member who has personal knowledge of its structure and integrity.
- ▶ Such internships must offer an excellent learning opportunity, be well-supervised, and provide for student safety.
- ▶ Requirements are the same as domestic internships: 30-40 hours per week, for 8-10 weeks.
- ▶ Examples include...
 - ▶ KEEP (Japan): room and board provided, plus stipend of \$2,500 to cover airfare and incidentals
 - ▶ Starfish (The Gambia): may apply for funding from the CCC and the Gilman
- ▶ **Meet with Internship Office Staff to discuss the details and receive pre-approval before applying to CIE by Feb 15th deadline.**

Funding

your international internship

- ▶ Partial funding from CIE for Study Abroad Programs (depends on total number of applicants)
- ▶ Apply for outside scholarships like the Gilman to partially fund your experience *if you are Pell eligible* (confirm Gilman application deadline with CIE)
- ▶ Ask about using any available departmental funding (i.e., Bonner, EPG, CCC, ANR)
- ▶ Plan on using federal loans, if needed
- ▶ ***If your internship is arts/humanities related*** you may apply for a Sloane Shelton Grant for full funding (deadline dates vary from year to year)

Broad Overview of Steps

Option 1. Study Abroad Internship Programs

To study abroad through a program that includes academic credit for a class labeled as an internship:

- ▶ Complete CIE application at <https://berea.abroadoffice.net/welcome.html> by February 15 (*even if not accepted to program yet*)
- ▶ Use the CIE budget form in your application to estimate expenses and indicate funding sources
- ▶ Attend all CIE orientation sessions
- ▶ Receive grant through CIE; will also need external funding and/or loans
- ▶ Credit will transfer back to BC from another institution

Option 2. Exceptions

To participate in an internship offered by a pre-approved organization known or recommended by BC Faculty/Staff

- ▶ Meet with BC Office of Internships for pre-approval
- ▶ Apply to CIE (for approval to study abroad)
- ▶ After receiving an offer, submit Internship Proposal to BC Office of Internships (to receive academic credit)
- ▶ Minimal or no BC funding options; will need external scholarships and/or loans
- ▶ Credit from Berea