

INTERNATIONAL BUSINESS (INBU) - SUMMER

Internship for Academic Credit

Faculty Liaison: Mr. Doug Smith (douglas.smith@marquette.edu)

Apply at: bit.ly/MU-InternshipApplication

INBU internship **will count** as an INBU elective.

INBU 3986/4986 (3-credit)

Summer you register for INBU 3986 (0-credit)

- 0-credit course: No tuition cost and financial aid does not apply.
- Assignments:
 - Mid-Experience (120 hours completed)
 - Student Mid-Evaluation
 - End of Semester (240 hours completed)
 - Student: Essays/Memos which demonstrate the learning that has taken place.
 - Student: Updated Resume
 - Student: Feedback Form
 - Employer: Final evaluation survey
 - Work hours: **240** work hours are required.
 - All assignments are expected to be completed by the last day of classes of the term.
 - Additional requirements may be specified by the Faculty Liaison.
- Grades are satisfactory no credit (**SNC**) or unsatisfactory no credit (**UNC**). Grades are based on the quality of work during the internship and assignments for the course. Mere completion of assignments and work hours does not guarantee a satisfactory grade.

If you satisfied all the work and received “SNC” you may register for INBU 4986 (3-credit) in Fall or Spring.

- 3-credit course: follows successful completion of INBU 3986**
- There are **no additional work hours or assignments**. INBU 4986 is simply the mechanism to get the internship credit added to a student’s transcript.

** Students who wish to enroll in 19 semester credits will need to complete a Credit Over-Load Request Form when registering. **There is no additional cost for exceeding 19 credits.**

Internship Eligibility

- Sophomore standing (24 completed credit hours) prior to the internship.
- **Minimum cumulative GPA of 2.5.**
- The ability to complete 240 internship work hours after the internship has been approved.
- Must work at least 6 weeks with no more than 40 hours per week counting toward internship credit.
- Work hours completed before a student’s approved application for credit **will not be counted**.
- ALL Majors: Completion of the INBU 3986/4986 courses will appear on your graduation checklist as an upper division business elective and fulfill the international business requirement.

INTERNATIONAL BUSINESS (INBU) – FALL/SPRING

Internship for Academic Credit

Faculty Liaison: Mr. Doug Smith (douglas.smith@marquette.edu)

Apply at: bit.ly/MU-InternshipApplication

INBU internship **will count** as an INBU elective.

INBU 4989 (3-credit)

- Assignments:
 - Mid-Experience (120 hours completed)
 - Student Mid-Evaluation
 - End of Semester (240 hours completed)
 - Student: Essays/Memos which demonstrate the learning that has taken place.
 - Student: Updated Resume
 - Student: Feedback Form
 - Employer: Final evaluation survey
 - Work hours: **240** work hours are required.
 - All assignments are expected to be completed by the last day of classes of the term.
 - Additional requirements may be specified by the Faculty Liaison.
- **S/U grade is submitted**

** Students who wish to enroll in 19 semester credits will need to complete a Credit Over-Load Request Form when registering. **There is no additional cost for exceeding 19 credits.**

Internship Eligibility

- Sophomore standing (24 completed credit hours) prior to the internship.
- **Minimum cumulative GPA of 2.5.**
- **Completion of INBU 3001** prior to the semester of the internship work hours.
- The ability to complete 240 internship work hours after the internship has been approved.
- Must work at least 6 weeks with no more than 40 hours per week counting toward internship credit.
- Work hours completed before a student's approved application for credit will not be counted.
- ALL Majors: Completion of the INBU 3986/4986 courses will appear on your graduation checklist as an upper division business elective and fulfill the international business requirement.
- **Check with Marquette Central regarding financial aid eligibility if you will not be at full-time status.**