**WHAT IS AN INTERNSHIP?**

An internship is a credit course which permits students to be engaged at least 10-15 hours per week in the Fall and Spring semesters and minimum 18 hours per week in the Summer semester at the site of an approved participating Internship Partnering Organization. The intern is directed in projects relating to their majors. In most instances interns are compensated.

**VALUE OF AN INTERNSHIP**

As a L.I.F.E. Opportunities Partner, the organization has the unique opportunity to train and develop the student. This development can be seen as a preview toward permanent employment. Is there a better screening method to train and develop a new employee?

Our students are eager to gain “relevant” work experience through the program. This eagerness is priceless to a participating Partnering Organization.

**STUDENTS: STEPS FOR APPLYING TO PARTICIPATE IN AN INTERNSHIP FOR ACADEMIC CREDIT**

1. Review the eligibility requirements online
2. If eligible, fill out an online internship application
3. E-mail your application and a one page resume to cobabi@uno.edu

Once your eligibility status to participate in the program has been determined, you will be notified via email. Please note posted deadlines.

**PAST AND PRESENT INTERNSHIP PARTNERS**

- Accent on Arrangements
- American Cancer Society
- Audubon Nature Institute
- Boys Hope Girls Hope
- Carrigee Moore & Levy
- CBD Wealth Management
- City of New Orleans
- Clear Channel
- Cystic Fibrosis Foundation
- Dickie Brennan and Co.
- Digital Opportunity Trust
- Dillard’s at Lakeside
- Edward Jones Investments
- Entergy
- ERACE
- Ernst & Young LLP
- FDIC
- French Quarter Festivals
- Gambit Communications
- Genworth Financial
- Gulf Coast Bank
- Harrah’s Casino
- Hilton New Orleans
- Jefferson Financial
- World Trade Center
- Keating Magee
- KPMG
- LSBDC
- Latter & Blum
- Liberty Mutual
- Lindy Boggs Conference Center
- Louisiana Childrens Museum
- Louisiana Technology Council
- LSU Health Science Center
- Merrill Lynch
- MetLife Financial Services
- NASA Shared Services
- New Orleans CVB
- Northwestern Mutual
- Ochsner Health System
- Perils
- Port of New Orleans
- Postlethwaite & Netterville
- Terry Meilleur
- UBS Financial Services
- UNO Athletics
- UNO Driftwood
- W Hotel New Orleans
- Walt Disney World
- Weddings In Style Magazine
- Where Yat Magazine
- Whitney National Bank
- Windsor Court Hotel

For an extensive list, please visit us online at business.uno.edu/internship

**INTERNSHIPS OFFERED IN THE FOLLOWING AREAS:**

- Accounting
- Economics
- Entrepreneurship
- Finance
- Hotel, Restaurant, and Tourism
- Human Resource Management
- Management
- Management Information Systems
- Marketing

For Further Information Contact

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Email: tbanksle@uno.edu

BUSINESS.UNO.EDU/INTERNSHIP
**ELIGIBILITY REQUIREMENTS**

Although internship requirements vary across majors, general requirements for all students include:

- Undergraduate students must have attained junior status (earned 60 hours) and Graduate students must have completed 12 hours (6000 level) prior to beginning an internship.

- Internships must be approved by the faculty member who is responsible for overseeing the student through the internship period. In most instances, approval should be granted the semester prior to the internship.

- Successful completion of pre-requisite courses (please visit our website for additional information).

*Completion of academic assignments during the course of the internship is required.*

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**OBJECTIVES**

**An Internship:**

- Provides meaningful work experience which supplements and modifies ideas gained from academic courses.

- Provides inside exposure to the structure, operations, and decision processes within an organization.

- Enhances the student’s subsequent academic work and places the student in a favorable position for permanent employment.

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**MISSION STATEMENT**

In support of the University of New Orleans’ mission, the College of Business will provide high quality undergraduate and graduate business education, intellectual contributions, and related services that are valued by and will continuously improve the local, regional, and global communities of our stakeholders.

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**BECOME AN INTERNSHIP PARTNER**

The process is easy:

- The Partnership Organization provides the Internship Coordinator with a job description (Deadlines are: April 15th for Summer, June 15th for Fall, and November 15th for Spring). [Job description forms can be downloaded online.](#)

- Internship Candidates’ resumes will be screened by the College.

- Resumes who have satisfied academic requirements will be forwarded to the Partnering Organization via e-mail.

- The organization will be responsible for interviewing and selecting the Intern and completing the necessary paperwork.

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**VISIT US ON THE WEB**

For more information regarding deadlines, eligibility requirements, and application forms, visit: [BUSINESS.UNO.EDU/INTERNSHIP](#)