



HIGH POINT UNIVERSITY

Career and Professional Development Internship for Academic Credit Frequently Asked Questions

1. How do I find an internship?

Answer: We highly encourage you to schedule an appointment with a Career Advisor [here](#) to learn about various search strategies. You can also visit the [Career and Professional Development website](#).

2. When should I start looking for an internship?

Answer: The earlier, the better. Depending on the industry, internship opportunities can be posted as early as a year in advance, although most are posted three-four months ahead.

3. How can HPU help me land an internship?

Answer: We highly encourage you to schedule an appointment with a Career Advisor [here](#) to learn about various search strategies. There are various resources available for you to utilize such as exploring search strategies, setting up a [Purple Briefcase](#) account, resume and cover letter reviews, LinkedIn development, networking strategies, interview prep, and overall professional development.

4. How do I receive academic credit for my internship experience?

Answer: Follow the instructions [here](#).

5. Can I get credit through my minor?

Answer: It depends on your minor. Please check with your faculty advisor for clarification.

6. Can I receive credit AND get paid for my internship experience?

Answer: Yes.

7. Do I HAVE to earn academic credit for my internship?

Answer: No, internships can be completed for experiential learning, although some utilize the experience to fulfill graduation requirements. For more details, speak with your faculty advisor.

8. Why do I have to pay for an internship for credit in the summer?

Answer: When receiving internship credit, you are enrolled in an academic class at the University, and it will be visible on your transcript. Therefore, you have to pay for the course, just as you do for other classes at HPU.

9. Do I have to pay for an internship for credit in the fall or spring if I am a full-time student enrolled in 18 hours or less?

Answer: No. Overload fees will apply if your internship takes you over the allotted 18 credits, and this must be approved by the Dean of your school.

10. Can I receive internship credit after I have completed the internship experience?

Answer: No, you cannot receive retroactive credit.

11. Can I take EXP 1402 more than once?

Answer: No.

12. How much do internships for credit cost?

Answer: It depends on how many credit hours you receive. Rates are subject to change each year; as a reference, Summer Session 2018 information is found [here](#).

13. How is an internship for credit grade reflected on my transcript?

Answer: Pass/Fail.

14. When do I know when I'm enrolled in an internship for credit?

Answer: The course will be listed on your Student Planning account.

15. How many internships should I complete while I'm at HPU?

Answer: Depending upon the major, students may be required to complete at least one for their major/minor. Although not required for graduation, we highly recommend students to take on multiple experiences as much as possible throughout the course of their time at HPU either during the fall, spring or summer semester.

16. Can a freshman complete an internship?

Answer: Yes, freshman can complete internships for non-academic credit. In order to pursue an internship for academic credit, they must meet the eligibility requirements found [here](#).

17. Where do students complete internships?

Answer: HPU students have internships locally, regionally, and nationwide depending on their interest and future goals.

18. Who do I contact if I want to pursue a clinical shadowing experience (e.g., shadowing a doctor or surgeon) or if I need affiliated paperwork signed?

Answer: Please contact Dr. Brett Woods, Biology Professor and Director of Pre-health Profession Advising, at bwoods@highpoint.edu or 336-841-9663.

