St. Petersburg College
Student Internship Checklist
Associate in Science: Engineering Technology
ENG-AS
EET 2949 - 1-3 credits

This course is designed to provide students with major-related, supervised, evaluated practical training work experience which may be paid or voluntary. Students are graded based on documented learning acquired through hands-on experiences in an actual work setting. Variable credits are available, one to three per course. The student must fulfill the requirement of 60 on-the-job hours for each credit earned in addition to written assignments.

Before you are enrolled in the internship course, you must meet the following requirements:

- ☐ Complete at least 48 credits towards the degree.
- ☐ Minimum cumulative GPA of 2.0
- ☐ Complete the Internship Application before the application deadline.
- ☐ Secure an internship related to your major
- ☐ Submit internship placement details using this form.

Once your placement is approved, the College of Engineering, Manufacturing and Building Arts will register you for the internship course.

For support locating an internship:
- ☐ Send your resume to your campus Career Readiness Navigator for review
- ☐ Complete your profile in HireSPC Titans (See tutorial on How To)
- ☐ Complete the following Career-Readiness workshops: Resume Development, Interview Preparation, **LinkedIn**, and How to get hired.
- ☐ Contact Career Services on your home campus

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