



Requirements:

Students considering an internship for academic credit at Wisconsin Lutheran College:

- Must be a **junior or senior** (minimum of 60 earned credits), must be **declared** (or in process of declaring) in the major or minor in which they are looking to earn credit, and must have **faculty approval**
- Must be in good academic standing
- Can complete hours in a paid or unpaid internship experience
- Can complete hours during the fall, spring, or summer terms
- **Must REGISTER for the internship class prior to start of the internship.** Credit will NOT be granted for hours completed prior to registration.
- Must complete required paperwork and upload all assignments into the INT 490 Moodle classroom

Credit/Hour Details:

As you plan for your internship, remember the following:

- Academic credit is granted as follows:
 - 1 credit = 45 hours (about 3 hours/week in fall/spring semester)
 - 2 credits = 90 hours (about 6 hours/week in fall/spring semester)
 - 3 credits = 135 hours (about 9 hours/week in fall/spring semester)
- Up to 3 internship credits can be applied toward your major/minor (with some exceptions—consult catalog.wlc.edu and speak with your advisor)
- Up to 6 internship credits can be applied toward your 120 credits needed to graduate
- No more than 12 credits will be documented on your WLC transcript

Internship Checklist:

- Explore opportunities and secure an internship**—claim your Handshake account at wlc.joinhandshake.com and/or visit Mr. Jahns to get started
- REGISTER for credit** through MyWLC or by visiting the Registrar's Office prior to the start of your internship
- Schedule a meeting** with Mr. Jahns to review paperwork and the INT 490 Moodle classroom

Contact:

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