School of Information Technology, ISU   Professional Practice/Internship Program

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Purpose of the Professional Practice Requirement
The Professional Practice coursework in the School of Information Technology consists of supervised work experience arranged by the student and approved by the School. Work sites may be found on-campus, in the Bloomington/Normal area, at other locations in Illinois or out-of-state. The Professional Practice program offers the student an opportunity to integrate classroom study with a learning experience in a work environment related to information technology. This work experience benefits the student by providing documented work experience for the resume, providing supplemental income and allowing the student to experience work in his/her chosen field of study.

When to Complete the Internship Requirement
In general, companies seek interns who have, at a minimum, completed the core courses offered as part of the School of Information Technology (IT) curriculum at ISU. Prior to completion of the IT core courses, academic background is usually insufficient for the student to participate in or to offer assistance to the employer in completing the assigned tasks. The School recommends completing the internship after the sophomore year.

If a full time internship in the summer is not possible, the student may consider completing the requirement by working part-time for two semesters.

The length of an internship depends on the company you select and the term in which you do the internship. The typical summer internship lasts 10 to 12 weeks. An internship in the fall and spring semester lasts 15 to 16 weeks. A few companies require 25 to 28 weeks completed over a spring/summer or summer/fall term.

Approval Criteria
In order to assure a beneficial educational experience, the School of Information Technology has developed some criteria for approving an internship. In general, an internship will be approved if it meets the following criteria:

- The student must be working for an Information Technology/Information Systems area of a company.
- The student must receive daily, on-site supervision by an IT/IS professional. It is expected that the student will be in a learning environment as opposed to just an employment situation.
- The student must be assigned to an IT/IS task, which may include, but is not limited to, assignments such as application development or maintenance, network development or maintenance.
- Credit will be awarded only on a semester by semester basis, with a maximum of 6 hours of credit per semester.
- Compensation is an indicator of professional level activity. It is expected that the student will be appropriately compensated for their work efforts.

Positions not approved
Certain types of positions will not be approved for internship credit even if they meet the criteria listed above. These are:

- You may not work for yourself
- You may not work for or be directly supervised by your parents
- You may not work for or be directly supervised by a close relative
- You may not work for a company owned by your parents or other close relative
- You may not work via telecommuting. You must work on-site, under supervision, on a daily basis