FINDING STUDENT INTERNSHIPS

Undergraduate internship opportunities and summer research programs are offered by:

- State and federal government agencies
- Private industry
- Nonprofit organizations
- Academic institutions (colleges and universities)

Begin with the UI Career Center (www.careercenter.uiuc.edu) to gain a basic understanding of the internship experience and how to make the most of it. Here you’ll find:

- Search instructions (www.careercenter.uiuc.edu/internship/default.php) and
- Job/internship databases (www.careercenter.uiuc.edu/services/jobDBinfo.php) to help you think about your goals and aid your search for experiential education. In particular, The Career Center recommends use of the I-link system (www.careercenter.illinois.edu/rc/databases/ilink.php ) to explore your opportunities, as well as their
- Career Center workshops (link to: ) and their
- One-on-one advising (link to: ) to assist you in finding a program that’s a good fit for you.

Check out pre-filtered opportunities for students in the Biological Sciences:

- Other institutions that compile and update a list of opportunities. For example, the Rochester Institute of Technology (http://people.rit.edu/~gtfsbi/Symp/premed.htm) offers a listing of internship sources that have been selected for their relevance to biomedical research.
- WebGURU (www.webguru.neu.edu) -- The Web Guide to Research for Undergraduates offers a Program Listing of summer research opportunities.

Look at Federal Student Internships: The federal agencies and departments offer many student internships:

- Watch the Career Center for federal internship events:
  - Sign up for the Career Connections newsletter:
    http://www.careercenter.illinois.edu/services/newsletter
  - Meet with Tori Tanney Spring, Assist Dir. Employer Connections and Job Preparation, to talk about your interests. (vspring@illinois.edu; 333-0820)
  - View the FA10 webinar hosted by the Partnership for Public Service – PCs only: Federal Internships: Find and Apply for Summer 2011 (recorded on Oct. 20, 2010):
    http://ourpublicservice.org/OPS/dropbox/livemeeting.wmv

- Get into the Federal Internship loop by subscribing to: "Hot Jobs and Cool Internships" e-news from the Partnership for Public Service (www.ourpublicservice.org/OPS/programs/calltoserve/enews.shtml).

- Download the MCB Federal Internship Workshop (pdf) handout (http://mcb.illinois.edu/undergrad/advising/) for a description of steps you can take to find a federal internship with a focus on the Biological Sciences.
Search for Industry Internships: While it would not be possible to provide a comprehensive list of student internships offered at companies, below is a list of several companies in or near Illinois that often do:

- Abbott Laboratories (www.abbott.com/global/url/content/en_US/50.40.40/general_content/General_Content_00166.htm)
- Pfizer Pharmaceuticals (www.pfizerrgrad.com/home.php?id=internship)
- Sigma-Aldrich Co. (www.sigmaaldrich.com/site-level/career-opportunities/coop-program.html)
- Monsanto Corp. (www.monsanto.com/careers/getting_started/students.asp)
- Archer Daniels Midland Co. (www.adm.com/en-US/careers/our_careers/Pages/intern.aspx)
- Pioneer (www.pioneer.com/web/site/portal/)

For a partial listing of IL biotechnology companies: www.thelabrat.com/jobs/companies/BiotechIllinois.shtml

Consider Non-Profit Internships: www.idealist.org/

And watch roadMAP, the MCB e-newsletter (subscribe: http://mailman.life.uiuc.edu/mailman/listinfo/map)

FAQs about finding internships and summer research programs:

1. **When should I look into an internship or summer research position?** It is not too early to begin exploring internships as a freshman – some programs will consider the applications of first year undergraduates. However, internships and summer research programs are typically targeted to the summers following the sophomore and junior years.

2. **Where do I begin a search for internships or research?** Take advantage of workshops offered during the fall semester by The Career Center and MCB Advising program. This is the best time to gather information as application deadlines often occur in late January or early February. While the MCB Advising Program will advertise, via our e-newsletter, roadMAP, information for a few specific internships and summer research programs of which we become aware, your best approach to finding opportunities will be to take advantage of the search strategies described above.

3. **How do I find out if a particular company offers internships?** Search the company website with search terms such as “student” and “internship”. If you find none, don’t hesitate to contact the company to inquire.

4. **Who writes my letters of recommendation?** Some programs will stipulate the source(s) of letters – E.g. professors and/or academic advisors. Keep in mind that, since most application deadlines coincide with the busy start of the spring semester, you should request your letters of support at the end of the fall semester or over winter break. Plan to provide your writers with a minimum of two weeks to submit a letter.