

INTERNSHIP FAQs

How do I find an internship?

Timing is everything!

1. For a summer experience, conduct your search during Fall semester, and keep track of your discoveries.
2. Update your resumé and ask for letters of recommendation during Christmas break.
3. Apply, Apply, Apply by January 31st! (at least 15 applications!)

Where to search:

- ❖ Look at the *Past Internships* database and read intern reviews [here](#)
- ❖ Look at the *Find an Internship* database [here](#)
- ❖ Look at the links at the bottom of [this website](#)
- ❖ Ask professors for ideas
- ❖ Conduct Google searches
- ❖ Ask fellow students and TAs for ideas
- ❖ Ask people in your home ward for ideas
- ❖ Conduct a LinkedIn search for BYU Alumni in your field
- ❖ Set up Informational Interviews with professionals in your field

How can I earn credit?

There are several different internship courses in the College of Life Sciences. Please read the information below to decide which course works for you and your experience.

- **EXSC 399R**
Required for Exercise & Wellness majors. For information, see <https://exscinterns.byu.edu/students> before contacting internship coordinator. Spring/Summer semester enrollment is not available. Instead, enroll in Spring and Summer.
Internship Coordinator: Linda Dunn, linda_dunn@byu.edu
- **HLTH 496R**
Required for Public Health majors. For information, see <https://hs.byu.edu/Undergrad-Internships> before contacting internship coordinator.
Internship Coordinator: Stephanie Lutz, stephanie_lutz@byu.edu
- **LFSCI 199R**
Non-research internship for Life Sciences majors only. Experiences must be related to your Life Sciences major, and include shadowing, volunteering, or working a job. Pass/Fail grading. For Syllabus and application, see <https://lifesciences.byu.edu/internships/> before contacting internship coordinator.
Internship Coordinator: Gale Larson, gale_larson@byu.edu
- **LFSCI 399R**
Research-based internship for Life Sciences majors only, especially for experiences that don't qualify for a department specific internship.
Namely: Athletic Training, Exercise Science, MLS if not required, Biology Department and PWS Department.
Graded credit that counts towards Science GPA. For syllabus and application, see <https://lifesciences.byu.edu/internships/> before contacting internship coordinator.
Internship Coordinator: Gale Larson, gale_larson@byu.edu

- **MMBIO 399R**
Research-based internship for MMBIO majors, who should enroll in this course rather than LfSci 399R. For approval and instructions, email Dr. Kim O'Neill naming your Experience Provider, describing your proposed research experience, and giving start/end dates.
Internship Coordinator: Dr. Kim O'Neill, kim_oneill@byu.edu
- **MMBIO 496R**
Required for MLS majors. For approval and instructions, contact Dr. Ryan Cordner.
Internship Coordinator: Dr. Ryan Cordner, ryan_cordner@byu.edu
- **NDFS 399R**
Research-based internship for NDFS majors. For information, contact appropriate internship coordinator.
- **Dietetics:** Sarah Bellini, sarah_bellini@byu.edu
- **Food Science:** Frost Steele, frost_steele@byu.edu
- **Nutritional Science:** Chad Hancock, chad_hancock@byu.edu
- **PDBIO 399R**
Research-based internship for PDBIO majors. For approval and instructions, email Dr. Jeff Barrow, naming your Experience Provider, describing your proposed research experience, and giving start/end dates.
Internship Coordinator: Dr. Jeff Barrow, jeff_barrow@byu.edu
- **PWS 199R**
Non-research internship required for Landscape Management majors. For approval and instructions, email Earl Hansen.
Internship Coordinator: Earl Hansen, earl_hansen@byu.edu
- **STDEV 399R**
Non-Life Sciences majors can enroll in this course for a health-related internship. Pass/Fail credit sponsored by the Pre-professional Advisement Center. For approval and instructions, email Amber Collins.
Internship Coordinator: Amber Collins, amber_collins@byu.edu

What is a Master Agreement?

Because BYU carries liability insurance on each intern earning credit, the Master Agreement is the signed agreement between the Experience Provider and BYU in order to meet the requirements of the insurance carrier. If you do not find a Master Agreement from your Experience Provider on the [BYU IMA database](#), go here for a [blank Master Agreement](#) to send to your Experience Provider. Send signed copies to internship@byu.edu.

Where can I get funding?

- ❖ Go to your Department Office and ask to apply for Experiential Learning funds.
- ❖ Go to the BYU International Study Programs office in 237 HRCB, if your experience is international. (You must be enrolled in credit to qualify.)
- ❖ Once you have been approved for a research-based internship course, apply for a College Internship Grant [here](#). (top navy blue bar, "Grant App").
- ❖ Ask for funding assistance for Christmas and your birthday instead of gifts. 😊

How do I receive the funds if I'm approved for a college internship grant?

The funds will be deposited into your MyBYU account through My Financial Center at the *beginning of the semester/term* for which you are registered for the qualifying internship course. It will pay any outstanding fees owed to BYU first. Then you can bring the remaining amount (or all of it, if you had no fees) to your personal bank account by setting up a Student Refund account. If you do not set up a Student Refund account, a check will be mailed to the mailing address you have in MyBYU.

Can I get credit for something I did last summer?

Because you must be enrolled in the appropriate internship course before you can start counting hours to fulfill the requirements for the course, you may *not* earn credit for a past experience.

Can I add internship credit after the add/drop deadline?

Yes. Internship courses can be added after the add/drop deadline, provided you can still fulfill your hours on the experience within the semester/term in which you are enrolled to fulfill the requirements for the course. Your Internship Coordinator will help you with the details.

Can I start the internship before registering for the class?

You cannot start counting your experience hours to fulfill credit hours until you are registered. Intermountain Healthcare internships (such as Utah Valley Hospital) require interns to be registered for an internship course prior to beginning the experience.

For my international internship experience, which internship class do I add?

If your experience is an official BYU International Study Program (ISP), then the Program Director has already designated your course choice possibilities for you. If you are doing an Individual Experience, you will work with the Life Sciences Internship Coordinator to determine for which course your program qualifies. Visit <https://kennedy.byu.edu/isp/> to find Life Sciences International Study Programs.