

## **Political Science Internship Qualifications and Requirements**

### **General Qualifications:**

- 2.5 GPA
- 9 hours of political science
- At least 45 hours of coursework; at least 30 hours completed at GSU
- Enrollment in POLS 4940 (see Georgia Legislative Internship Program for information on POLS 4930; graduate students should see the Political Science Graduate Director concerning POLS 8995).
- Letter of acceptance from internship provider
- Departmental acceptance of internship approval form
- *No credit for internships will be allowed retroactively*

### **Additional Requirements:**

1. Internship must be done under the direction of a faculty mentor
2. Complete 150 hours work for 3 hours credit
3. Complete 300 hours work for 6 hours credit
4. Keep a journal
5. Complete a paper
6. Supplemental readings as required by the faculty director of the internship
7. Submission of a provider evaluation (the evaluation form can be found here)
8. 4940 internship credit hours earned are applied as elective credit. See below for information on switching 4940 to major credit.
9. 6 hrs. maximum in one semester
10. Maximum 9 hours total credit possible (3 hours maximum as major credit).

### **Switching 4940 from Elective to Major Credit**

*To switch POLS 4940 from elective to major credit, students additionally are required to:*

- 1) Attend the two "Careers" events held by the department during the semester, generally "Careers in Law" and "Careers in Government." For both these events you must a) sign in at the event b) turn in to the 4940 "Assignments" folder on iCollege a one-page, single-spaced discussion of what was covered at the event and how it fits with your internship, career interests, or simply careers tied to political science. If you miss either of these events, you will have a chance to make it up in the next semester, but your credit will not be switched until you've attended two events.
- 2) Through Career Services:
  - a. Have them review and help you improve your resume. Once they've reviewed it you need to turn the stamped version in to the course Assignments dropbox on iCollege.
  - b. Undertake a mock job search using their database, submitting your search results in the course Assignments dropbox.
  - c. Undertake a mock interview using their system, posting a writeup in the iCollege dropbox.
  - d. Establish an online presence using LinkedIn or the Career Services system "Portfolium", posting a link to your profile in the iCollege dropbox once complete.
  - e. Getting a profession head shot using their photo booth, posting the shot on iCollege.

After you completed these steps, you are eligible to switch 3hrs. on internship credit from elective to major credit. *All requirements to switch from elective to major credit must be met in one academic year.*

For more information about internship opportunities, contact your faculty advisor or the internship coordinator for the GSU Political Science Department, Dr. [Christopher Brown](#).

8.21.23