Students

What types of positions are available through the Interns for Indiana Program?
In the past, students have found internships in a variety of fields, including (but not limited to) Accounting, Aerospace Engineering, Biological Sciences, Biomedical Engineering, Chemistry, Computer Programming, Economics, Electrical Engineering, Foreign Languages, Human Resources, Industrial Engineering, Linguistics, Management, Mathematics, Mechanical Engineering, Sales and Selling Management, Special Education, Statistics, Technical and Professional Writing, and Website Design.

What types of companies are in the program?
The program is constantly seeking innovative start-up companies in Indiana to include in the program. Please visit the IfI website for a list of industries represented by past company participants: www.purdue.edu/dp/learningcenter.

How is this experience different from a traditional internship?
The start-up company environment is very different from a larger company, and this makes for a unique internship experience. Interns will have positions with greater responsibility, work ethic, and autonomy in a fast-paced cutting-edge company. While traditional interns are sometimes relegated to less important tasks, start-up companies tend to use interns in key business and development roles that allow the intern to develop practical professional skills by making contributions to the business. Interns may have to wear multiple “hats” and work in a variety of roles with a start-up company.

What are the intangible skills I need to prosper with a start-up company?
These companies look for students who are self-starters and able to work with little supervision. Interns should possess a strong work ethic in addition to being highly motivated, eager to learn, and able to multitask. Most interns get the chance to work in both individual and team-member capacities, so they find it valuable to use successfully various work styles.

How do I apply for an internship?
Students can download an application from the IfI website www.purdue.edu/dp/learningcenter/student.html. The appropriate steps and due dates are on the application. Only complete applications will be considered.

What are the requirements to apply?
Students must meet the following criteria for consideration: be either a graduate student or an undergraduate (with junior or senior standing) student enrolled in a “degree-seeking” status at Purdue with a GPA of at least 2.80.

**Do I need to submit an official transcript?**
Students must submit a transcript, either official or unofficial, with their application.

**Who should write a recommendation letter for me?**
Any staff or faculty member at Purdue can complete the recommendation form. The appropriate form is available at [www.purdue.edu/dp/learningcenter/student.html](http://www.purdue.edu/dp/learningcenter/student.html).

**Are there any special requirements for international students?**
Students are required to review employment authorization procedures as outlined on the International Students and Scholars (ISS) website at [http://www.iss.purdue.edu/](http://www.iss.purdue.edu/) and meet with ISS staff to review authorization. To be considered for this program, students in F–1 status must be eligible to apply for and be approved for Curricular Practical Training (CPT) and students in J–1 status must be eligible to apply for and be approved for Academic Training (AT). International students must have an ISS staff sign their application.

**What happens after I apply?**
Students will be notified by e-mail if they have been selected for the program. If admitted, students are required to check their resume at the Purdue Center for Career Opportunities (CCO) and upload it into the CCO Express System for referral. Once this is complete, the IfI staff will send student resumes to the participating companies when the interview period begins.

**Am I allowed to directly contact the companies?**
Students are not allowed to directly contact a company outside of the program. During the interview week students in the program will be given more information regarding the companies seeking interns.

**What are the additional requirements beyond an internship?**
Students are required to attend various program events and seminars that compose the academic component of the IfI program. Students will also be required to complete journal entries reflecting on their experiences.

**What is the seminar series and am I required to participate?**
All participating IfI students are required to enroll in the one-credit, pass/no-pass seminar series, which is offered through General Studies during the academic year. The seminar series meets every two weeks and covers topics with the internship experience and entrepreneurship. The seminar series is held Tuesdays at 5:30 pm. All interns must take the program for credit.
How do I sign up for the credit?
If you are accepted into the program, you will receive more information on registering for the seminar series credit.

What happens if I do not find an internship?
To increase your odds of finding an internship, we recommend that you keep open your options by looking at a variety of companies and positions for a potential match. If a student does not find an internship through the program, he/she has no further commitment to the program and does not earn course credit. Purdue offers a variety of internship programs and career-related experience options, so we recommend that you explore all of these avenues when searching for an internship. Admission to the program does not guarantee an internship.

Will I be paid for my participation?
Participating interns will be awarded a stipend for their involvement in the program. The total stipend is $1,500/semester for the academic year program and $4,500 for the summer program. The stipend is distributed over two payments per semester or summer session.

Are taxes deducted from my stipend?
Students should contact the Purdue Tax Office at www.purdue.edu/taxes with questions regarding stipend payment taxation.

How many hours per week will I be expected to work?
It is the responsibility of the intern and company to figure out an adequate schedule that enables the intern to complete 100–150 hours per semester during the academic year. The IfI program recommends that you work no more than 10–12 hours per week. You must be realistic in how many work hours you can manage while taking classes. You should talk with your academic advisor or the IfI staff before you apply to the program and make a commitment to a company.

How long can I stay in the program?
There are two versions of this program, the academic year program (Aug–May) and the summer program (May–Aug). Students must apply separately to each program and the maximum amount of time a student may participate in the program is one calendar year. Students and companies continuing within this year will be given special consideration.